



Learning Support Teacher in the Junior School

Learning Support Teacher

Tanglin Mission

Tanglin Trust School Singapore has a long tradition of providing British-based learning with an international perspective. At Tanglin we strive to make every individual feel valued, happy and successful. Responsibility, enthusiasm and participation are actively encouraged and integrity is prized. Working together in a safe, caring yet stimulating environment, we set high expectations whilst offering strong support, resulting in a community of lifelong learners who can contribute with confidence to our world.

Person Specification

We are seeking to appoint exemplary Learning Support teacher to inspire, nurture and develop children in our eight form entry school. The successful candidate will balance specialist knowledge with a flair for bringing out the very best in children so that they are well equipped to succeed. Our hard working teachers demonstrate a willingness to go above and beyond and the ability to work collaboratively as part of a team.

Key Responsibilities

1. Managing an effective, orderly and safe learning environment.
2. Working with individuals/groups of students and taking Groups for one hour Maths daily.
3. Using data to identify students who may require additional support. Keeping detailed records of individual student programmes and achievements. Writing and reviewing Individual Education Plans for students on the Learning Support Register.
4. Liaising with relevant class teachers with regard to individual students who may have significant needs; to ensure that those needs are understood, planned for and met. Acting as a link teacher to optimise transition and support to the next level.
5. Assessment of students.
6. Disseminating relevant information to the Team, Class Teachers, Teaching and Learning Assistants, Senior Teaching and Learning Assistants (STLA) and parents. Improving links between KS2/3 through the dissemination of information with regards to resources, programmes and assessment tools being used, along with methods of recording, differentiation and moderation.
7. Contributing to the strengthening of the parent-teacher partnership in individual and whole school initiatives.
8. Reporting to parents in accordance with the school's reporting policy as laid down in the Staff Handbook.

9. Attending and contributing to meetings of a professional nature. Attending year group planning meetings and Learning Support meetings. Attend year group admin meeting.
10. Liaising with outside agencies (e.g. Speech and Language Therapists and Occupational Therapists), School's Educational Psychologist and Counsellor.
11. Following the School's policies and procedures with regard to discipline and behaviour, daily routines, duties, attendance at meetings, INSET, etc as laid down in the Staff Handbook.
12. Fulfill CCA Commitment.
13. Participating in the Review and Development process to personalise professional learning and maintain an accurate and up to date record of all Professional Development opportunities.
14. Taking part in relevant development activities to enhance ongoing professional skills, knowledge and understanding including professional reflection and evaluation.
15. Demonstrating a commitment to professional development, by using up to 1 hour of PPA time per term to peer observe colleagues and share good practice, providing HOY/HOLS with a written professional reflection.
16. Supporting colleagues in developing their professional practice within class/unit.
17. Supporting Head of Learning Support in the Review and Development and Performance Management processes with STLAS in accordance with the agreed school procedures.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to provide an Enhanced DBS disclosure certificate.

Remuneration and Benefits package

Annual Salary (Academic Year 2018 – 2019)

Gross salary: **S\$101,000 - S\$112,000** per annum (including TTS allowance, one month's bonus and gratuity).

Maximum initial placement at Point 8.5, on a scale of up to Point 13.

Allowance for positions of responsibility (S\$600 – S\$1,600 per month).

Benefits

Housing allowance (for overseas recruited only).

Home leave passage (every 2 years) (for overseas recruited only).

Full School fees subsidy (for overseas recruited only).

School fees subsidy of up to 50% (for locally engaged).

Medical benefits

Inpatient and outpatient medical coverage for staff & eligible dependents (for overseas recruited).

Inpatient and outpatient medical coverage for staff (for locally engaged).

Dental allowance.

One-time benefits for Arrival and/or Departure (for overseas recruited)

Settling-in allowance.

Inbound flight for staff and eligible dependents.

Leaving flights for staff and eligible dependents.

Baggage allowance for leavers.