



# **1:1 Teaching Assistant**

## **September 2018**

We require an experienced Teaching Assistant to work with a Year 11 student with ASC, affecting speech and language and sensory needs, on a part time, fixed term basis from October 2018 until May 2019.

The pupil needs support within the classroom with oral modification of language and provision, and with specific speech and language, and occupational therapy (OT), interventions.

### **Relationships**

The successful candidate will be responsible in the first instance to the Head of Learning Support (SENCo). They will need to work closely with the subject teachers in class, supporting the student and modifying the language used. They will also work under the direction of the SENCo, delivering small group and 1:1 speech and language and sensory (OT) interventions.

They will interact on a professional level with colleagues and pupils; seeking to establish and maintain productive relationships with them in order to promote improved understanding of the subjects in the school curriculum and support with interaction, communication and sensory difficulties. They will have excellent communication skills; be able to build strong relationships with pupils and staff; be flexible, self-motivated and enthusiastic; and will be able to work collaboratively as part of a team.

There are currently 10 members of staff in the Learning Support (LS) Department, consisting of the Head of Department, an Educational Psychologist, one full time teacher, six part-time teachers and a senior administrator. The department offers tremendous support to each other and meets regularly to discuss departmental and school-wide issues and share good teaching practice.

### **Curriculum**

Clifton College has a one-week timetable operating Monday-Saturday, with each lesson lasting 40 minutes. In class support will be given in each class taken by the student with an emphasis on supporting language and encouraging independence. Classes take place across the school campus, and are dependent on the timetable of the student. Support in class will be for approximately 16 periods a week. In addition, small group and 1:1 support will be timetabled for approximately 6 hours a week in order to develop communication and interaction skills and to support sensory needs.

### **Requirements**

The successful applicant will have experience working with students with ASC or difficulties which affect speech and language, and sensory, needs.

### **Duties and Responsibilities**

1. Support learning in class clarifying and explaining instructions and activities and modifying language where necessary.
2. Focus support on areas of need in order to carry out appropriate intervention and provision in class to support understanding and progress.
3. Liaise regularly with class teachers and the SENCo in order to ensure the appropriate provision is in place and to update targets.
4. Liaise with class teachers with regard to progress, problems and work of the individual student.
5. Assist teaching staff in the development of learning strategies by the preparation of resources and maintaining a safe and suitable learning environment.
6. Deliver specific programs of support to the individual or small groups.
7. Promote and reinforce student's self-esteem, appropriate behaviour, levels of effort and guide the student to becoming an independent learner.
8. To participate as required in meetings with colleagues and parents in respect of the duties of the post.
9. Monitor and evaluate programmes of work weekly.
10. Have a flexible approach to time management in order to respond to changes in timetables and additional work commitments.
11. Liaise with outside agencies with regard to the learning needs of the student, where appropriate.
12. Help maintain, monitor and develop the resources.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

It is understood that areas of responsibility are from time to time subject to review and are negotiable in the light of the needs of the school and the professional development of the staff.

Interested applicants can visit our website at <http://www.cliftoncollege.com> to find out more information about the school. If you have any further enquiries, please contact the Head of Learning Support, Daisy King, on: [dking@cliftoncollege.com](mailto:dking@cliftoncollege.com)

**DCK August 2018**