



## Job Description

Job Title:	Outreach Worker
Reporting to:	<b>SENCo</b>
Location:	Aurora Cedars School
Salary	

### Main Purpose

#### The main responsibilities of this role will be to:

Work with students who are on transition or outreach timetables to support them to access school and support them to make academic, social and emotional progress until they can attend school full time.

Be accountable for the progress and outcomes of students who are partially or fully educated off site.

Be aspirational for the students that they work with and provide support to ensure that they achieve the qualification that they are working on up to and including functional skills level 2.

Bridge the gap for students with EBSA needs and their academic journey

### Key Accountabilities

Ensure that pupils are properly safeguarded and understand how to make a referral to the schools Designated Safeguarding Lead

Deliver high quality teaching and learning to children and young people with additional needs like ASD, SEMH and anxiety.

Be responsible for the high quality of teaching and learning of all pupils who are assigned to the post holder, having responsibility for their progress, welfare and outcomes.

Supervise the work of any support staff who are assigned to work with the post holder's pupils.

To take responsibility for implementing school policies and practice, including those relating to safeguarding and equality of opportunity.

Provide outreach provision across the school, to include:

- Delivering curriculum outside of school
- Contributing to assessment of students
- contributing to school planning and self-evaluation
- advising the SENCo and teaching staff on appropriate resources and materials for individual students
- Engaging in appropriate professional development.
- Implementing the aims of the school.

## Key Duties

### **Planning and delivery in relation to:**

- Contribute to the delivery and development of the curriculum, having regard to the educational, physical and social needs of the students within a learning environment.
- Maintain and use short, medium and long-term plans in delivering the curriculum.
- Take account of wider curriculum developments
- Provide clear structures for lessons maintaining pace, motivation and challenge.
- Assist in the development of our outreach offer.

### **Assessment, monitoring, reviewing, data collection & target setting in order to:**

- Monitor and review personalised targets that will optimise learning for students.
- Monitor, assess, review and report as required on the progress and attainment of students.
- Contribute to the review of Education, Health & Care Plans, PEP and LAC reviews.

### **Maintain high standards of professional practice & development in order to:**

- Work collaboratively with other members of staff as part of a multi-disciplinary team.
- Liaise effectively with parents/carers.
- Maintain an overall awareness of current issues in the field of autism in order to be able to plan for effective teaching and learning.
- Liaise effectively with outside agencies and other professionals.
- Maintain knowledge through training and research where appropriate and take responsibility for own professional development.
- Attend and contribute to all relevant meetings and maintain good lines of communication with other staff.
- Establish effective working relationships and set a good example through presentation and personal and professional conduct.
- Work in a non-confrontational way to ensure individual needs are met.
- Appropriately manage challenging behaviours within the school policy and procedures.

## Knowledge, Skills and Experience

- **Knowledge:**
- Working knowledge of students with complex needs and SEND -. understanding and experience of ASD, SEMH and other conditions and how these can affect learning.
- Evidence of delivering curriculum outcomes to students within their own home/in the community
- Strong knowledge of the most up to date safeguarding matters and guidance.

**Skills:**

- Ability to work as part of a multi-disciplinary team.
- Good teaching and communication skills, both written and verbal.
- Effective skills in planning, preparation, recording and reviewing students' progress.
- Good IT skills and understand of how IT can be used to support learning.
- Ability to remain calm and reflective when working in a challenging environment.
- Proven ability to work on own initiative - well organised, prioritise effectively and achieve results against deadlines.
- Ability to engage pupils in positive enabling relationships.
- Ability to effectively line manage others.

**Essential:**

- Experience of working in a special school environment and in particular with pupils with SEMH/ASD.
- Understanding of curriculum and experience of delivering lessons that are matched to the needs of individual students.
- Experience of managing safeguarding concerns.

**Desirable Experience:**

- Experience as a TA or HLTA in a specialist SEMH setting (willingness to complete HLTA qualification)
- Experience of successfully delivering a differentiated curriculum to pupils with a wide range of needs.
- Safeguarding Knowledge

**Requirements of Role**

- The role will require you to travel for work and training purposes and there is an element of lone working. School cars are generally available although there may be some instances where own transport is used (milage paid)
- Due to the location of the school and the nature of the role, a driving licence and access to own vehicle are essential as public transport connections are limited.

**Additional Information**



As part of the Aurora Group everyone is:

- expected at all times to behave and act in a way which promotes and contributes to the overall aims, values and ethos of the Company.
- required to participate in regular training and other learning activities, and in supervision, appraisal and development as required by the Company's policies and procedures
- required to participate in any relevant current and new legislative and regulatory activities as may occur from time to time
- required, through personal example and clear action, to demonstrate commitment to equality and diversity ensuring equality of access and treatment in employment and service delivery to all.
- Required to promote The Aurora Group's Health and Safety at Work Policy and Procedure and ensure these are implemented effectively.
- The Aurora Group takes seriously its responsibility for safeguarding and is committed to safeguarding and promoting the welfare of children and young adults. Therefore, everyone employed by the Aurora Group is expected to share this and act accordingly by applying organisations policies and procedures and attending regular safeguarding training.

**This job description sets out a summary of the key features of the role. It is not intended to be exhaustive and will be reviewed and amended periodically to ensure it remains appropriate for the role.**