

Aurora

Job Description

Job Title:	Learning Support Practitioner
Reporting to:	House Team Leader
Location:	Aurora Foxes Academy, Minehead

Main Purpose

As one of our Learning Support Practitioners your role will be to assist our students in our residential houses and at Foxes Hotel, to help achieve our mission which is to equip young adults with learning disabilities to find sustainable employment in the hospitality sector and to live independently

Key Accountabilities

- We expect everyone to work collaboratively and positively as a staff member of a team and in the interests of our students.
- We expect you to behave in a professional manner that absolutely reflects the ethos of Aurora Foxes Academy.
- As an employee of Foxes Academy your absolute priority is to safeguard the students in our care. You must work professionally, effectively and sensitively with your team to ensure that all students are safe and any concerns raised by students are listened to and acted upon appropriately.
- We expect all employees to accurately, factually and professionally record and report any incidents involving students, including safeguarding and prevent, using daily events on the recording system, with all concerns being reported to the appropriate person (Team Leader/Designated Safeguarding Officer/Safeguarding Team). We expect all recordings to be completed within 24 hours of the incident.
- We expect you to remain up-to-date through appropriate CPD and compliant with all statutory aspects of the role.

Key Duties

- As an LSP we expect you to have high expectations of all students, and to constantly challenge and stretch each student at every opportunity.
- As an LSP we expect you at all times, and under the guidance of the House Team Leaders/Tutors, to support the students in their learning, enabling them to reach their full potential.

Knowledge, Skills and Experience

MAIN RESPONSIBILITIES AND DUTIES:-

- We expect all LSPs to professionally, effectively and sensitively support all students in their learning under guidance from the House Team Leaders/ Tutors.
- We expect all LSPs to professionally and effectively support with managing student behaviour, seeking further advice and guidance where appropriate.
- We expect all LSPs to support every student to make progress in each session under the guidance of the tutor, and to assist the tutor in ensuring this progress is recorded, evidenced and evaluated effectively and efficiently.
- We expect all LSPs to respect the privacy (confidentiality) and dignity of all students and at all times adhere to the equality and diversity policy.

Specifically you are expected, without exception, and under the guidance of the House Team Leader or Tutor, to:

Within Sessions:

1. Work professionally and collaboratively with the session tutor to develop a positive, constructive and proactive relationship that benefits the students and contributes significantly to their success within each session and over the duration of the course.
2. Work closely and communicate with all colleagues to enhance students' experiences and chances of success. Ensure that you are clear on your role within the session through effective communication with the tutor and you have given an effective handover to the tutor before the session commences. In liaison with the tutor use the prepared resources, and on occasion assist the tutor in developing future resources as appropriate.
3. Ensure that your focus throughout the session is supporting the students to achieve their goals and targets for that session. Ensure that your support is tailored to meet the individual needs of the students at all times in the session. At all times act under the guidance and direction of the tutor supporting students.
4. Be professional and inspiring when supporting sessions that challenge and stretch every student ensuring that all students are motivated and engaged throughout the session. We expect every LSP to be fully engaged in the session at all times without exception.
5. Use strategies to promote students' wider skills development, such as in communication, self-advocacy, presentation skills and team work.
6. Support and monitor progress that underpins learning. All LSPs must be familiar with, and actively use the principles of RARPA (Recognising and Recording Progress and Achievement).

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7. Work professionally and collaboratively with all colleagues and teams including the Therapy team to analyse student performance and support all students to make progress commensurate with their ability. To assist the tutor in putting in place appropriate strategies to address underachievement, and to assist in the resetting and review of targets where overachievement has been identified.
8. Support students to understand professional, timely and effective feedback, with appropriate strategies (next steps) to improve their performance, and assist the tutor in evidencing such conversations with effective and professional record keeping (e.g. evaluations, comments etc). Give effective feedback to both students and the tutor.
9. Support colleagues to ensure that all Risk Assessments are professionally and effectively carried out, recorded and used effectively to ensure the highest standards of student and staff welfare, health and safety.

Contribute professionally, effectively and efficiently to any meetings, reports and plans as requested across the organisation.

10. Ensure that you are up-to-date and compliant with all statutory aspects of your role including Safeguarding, Prevent Duty, Children and Families Act, Equality and Diversity, and any other legislation and/or guidance that either directly or indirectly affects your role.
11. Contribute to organisational development and quality improvement through collaborative working.

Outside Sessions:

1. Work professionally and collaboratively with others to provide learning support outside of formal teaching sessions, liaising with Tutors, House Team Leaders and other LSPs working with the same students.
2. At all times actively and professionally promote student independence and self-determination, taking into account individual learning aims under the guidance of House Team Leaders.
3. At all times actively promote inclusion and participation.
4. Work professionally 1:1 with students as directed by House Team Leaders and other LSP's, monitoring their personal management and independent skills.
5. Attend and contribute professionally, effectively and positively to handover meetings.
6. Professionally and effectively support students in attending planned activities in the community.
7. Professionally and effectively support students in pursuing their individual interests.
8. Professionally and effectively ensure that the medical needs of all students is understood and supported. This includes liaising with the Reynard Care and Support Agency where appropriate/necessary.

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9. Work collaboratively, constructively and professionally with House Team Leaders and other LSPs to ensure the health and safety of students at all times.
10. Work with the House Team Leader and other LSPs to support the students in embedding and further developing skills, knowledge and understanding learnt in structured sessions within the house or the community.

General:

1. To undertake any other duties and/or responsibilities as directed by the Principal (or Team Leader) on request

Requirements of Role

To be able to work shift patterns including work at the weekend.

Experience in a similar role desirable but training can be provided for the right candidate

Experience in supporting in the care or education industry

Desirable an understanding of working with people with a disability or learning difficulty

Level 2 in English and Maths (desirable)

Desirable Level 2 qualification in education or care

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. This job description does not form part of the contract of employment and Aurora reserves the right to make any appropriate changes to meet changing business requirements.