



SURBITON

HIGH SCHOOL

Job Description

Job Title:	Learning Support Teacher
Job Purpose:	To inspire, encourage and empower our pupils to achieve their very best, and provide an environment where independence and self-confidence is fostered in order for our pupils to develop both academically and socially.
Reporting Line:	Head of Learning Support (SENCO)
Secondary Reporting Line:	Head of the Boys' Preparatory School
Start Date:	September 2023
Tenure:	Permanent, Part-time (2 days per week)
Salary:	Competitive – based on the Surbiton High School Pay Scale

Key Responsibilities:

Subject Specific

- To design lesson plans and resources for pupils receiving Support for Learning. Lesson plans may be subject related or skill related, and should address areas that hinder access to the curriculum
- To deliver Speech and Language interventions under the guidance of the Head of Learning Support/Speech Therapist
- To monitor progress and provide termly written reports on pupils receiving Support for Learning
- To communicate regularly with classroom teachers to discuss progress of individual pupils
- To attend Staff and Parent/Staff Consultation meetings

General

- To attend INSET days
- To contribute to the organisation and running of co-curricular and enrichment activities
- To attend staff and departmental meetings as required
- To undertake supervisory duties as required
- To conduct yourself in an appropriate professional manner at all times and support and foster the aims and safeguarding policies of the School
- To participate in the annual performance review, appraisal and development programme
- To identify and attend workshops for professional development to ensure continued upgrading of knowledge and skills and attending relevant CPD training each year
- To uphold the School's code of conduct and the values of Surbiton High School
- To carry out any such duties as may be reasonably requested



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Person Specification

The successful candidate will be likely to fit the following profile:

Qualifications and Experience

- Knowledge and experience working with children with specific/additional learning needs
- Possess a depth and breadth of subject content in either the Primary or Secondary School curriculum
- It would be highly desirable for candidates to be confident and willing to teach from Year 1 up to Year 6
- Qualified - SplD Certificated / minimum Level 5 OCR Certified desired
- Familiarity with the needs of pupils with learning differences including:
 - Dyslexia/Literacy difficulties
 - Dyscalculia/Maths difficulties
 - Attention/Concentration difficulties
 - Speech and Language needs

Skills

- Excellent verbal and written communication skills
- Strong organizational, administrative and ICT skills
- The ability to inspire, motivate and support pupils and colleagues

Personal Qualities and Attitudes

- A dynamic, enthusiastic classroom practitioner with a clear sense of purpose and high expectations
- Evidence of being able to work effectively within a team
- Willingness to participate in co-curricular activities
- High expectations for pupil attainment, personal development and conduct
- High levels of personal and professional integrity
- Ability to exercise discretion and confidentiality
- Positive rapport with pupils and personal warmth to gain the confidence of pupils, staff and parents
- High standards of personal presence and presentation and attention to detail
- Committed to Surbiton High School's ethos
- Committed to professional development and show a willingness to undertake appropriate training for this role



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To Apply

Please apply online via the link on the TES or our School [website](#)

Closing date for Applications: 8.00am, Thursday 20 April 2023
Interviews to be held week commencing: 27 April 2023

*Please note that the School reserves the right to appoint at any stage during the recruitment process.
For any queries relating to the role or your application, please email recruitment@surbitonhigh.com*



The Benefits of Working for Surbiton High School

- Competitive Salary
- Extensive CPD Opportunities
- Flexible Working
- Complimentary School Lunches
- Fee reduction for children attending the School
- Teachers' Pension Scheme Membership
- Sabbaticals for long service
- Generous Rewards Programme
- Excellent transport links
- Working as part of a motivated and committed team



About Surbiton High School

We aim to inspire, encourage and empower our staff and pupils to be the very best they can be.

Surbiton High School is a friendly and vibrant community where people matter, results count and where a passion for excellence drives everything we do. We are a school with a real heart and soul, where we look beyond the A* to offer a breadth of opportunity which allows every pupil to flourish and every staff member to develop and succeed.

Our inspirational teachers are committed to delivering a rich curriculum and programme of co-curricular activities which challenge our pupils to explore ideas for themselves. We feed our pupils' minds, but we also care passionately about their character development and happiness. Our approach to education means that Surbiton High School pupils achieve the very best exam results and are also compassionate, authentic young people with strong values, keen to make a positive difference in the world. Our Educational Support Staff are the backbone of the School, and are dedicated to supporting our aim of creating an intellectually rigorous and challenging academic environment which runs smoothly and efficiently.

Surbiton High School has approximately 1,600 pupils aged between 4 and 18. Our Preparatory Schools are divided into the Girls' Preparatory School and Boys' Preparatory School, and the Senior School is girls only from age 11 upwards.

We are looking for applicants who are passionate about inspiring those around them, bringing out 'The Best in Everyone' and working with us to become the number one School of choice in South West London.

Read more on our website: www.surbitonhigh.com



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Additional Information

Equal Opportunities

Surbiton High School is a member of the United Church Schools Trust, Charity Number 1016538 and is an equal opportunity employer. We expect all employees to act in a manner which is consistent with the Trust's principal objective: to provide education based on Christian principles. While we recognise that employees may come from other faith groups (as indeed do many of our pupils), we expect everyone in our community to conduct themselves appropriately in the light of this objective. As a School we, in turn, respect the different faiths of our colleagues and pupils, and welcome them and their contribution.

In Surbiton High School, male colleagues and those from ethnic minorities are under-represented among our staff; we would therefore wish to encourage them to apply. However, the aim of the selection process is to appoint the best possible candidate, and gender and ethnicity are not criteria for selection.

Eligibility for Employment

Surbiton High School is committed to safeguarding and promoting the welfare of children and young people and expects all who work at the School to share this commitment. Successful applicants will be subject to an Enhanced Disclosure from the Disclosure and Barring Service (DBS). Any offer of employment is thus conditional on clearance from the above, on the receipt of: two satisfactory references, a satisfactory medical questionnaire, proof of qualifications, overseas checks where applicable, and proof of right to reside and work in the UK.

Choice of Referees

We wish to have someone who can write knowledgeably about your abilities to perform professionally in a position similar to this one. We also need to have the most recent possible references. Your referees should therefore normally include your current – or most recent – employer. If you are unable to supply referees who fit into the above categories, please explain this in your application. We shall carry out such further reference checks as are necessary to ensure the safety and welfare of children. Please provide professional, rather than home addresses for your referees, and supply email addresses in all cases.



United Learning

United Learning is a unique group of independent and state schools working together to achieve the best in everyone. Our vision is to provide excellent education so that all young people are able to make a success of their lives and, if we are to realise this vision, we need to make sure we attract, develop and reward the key ingredient – you.