Wandsworth Sensory Support Service-
Linden Lodge
Job Description

Job Title: Habilitation Assistant
Accountable to: Lead Teacher of Children with Vision Impairment/Head of Service
Grade: Scale 4

CONTEXT
We are recruiting a Habilitation Assistant who is willing to undertake the Habilitation Studies qualification at the Institute of Education.

ROLE

Purpose of the job

The Habilitation Assistant's (HA) role is to assist the Habilitation Specialists (HS) in providing a comprehensive Habilitation Service for the pupils of Linden Lodge School. The aim of this service is to maximise each pupil's potential for independence in line with departmental policy.

Main Responsibilities

All responsibilities are undertaken under the guidance and supervision of the Lead Teacher of Children with Vision Impairment. The Habilitation Assistant will not be expected to work off campus, except under the direct supervision of the SHS, HS, Residential Worker or Class Teacher.

1. SUPPORT FOR PUPILS
   - To work alongside the key HS to help devise an Individual Mobility Programme (IMP), through assessment in a multidisciplinary context.
   - To work with pupils to implement their IMP under direction and supervision of their key HS. This may include reinforcing basic mobility skills, route practise, independent living skills, visual enhancement programmes and the use of compensatory senses.
   - To provide information and feedback for the key HS to ensure continuous evaluation of a pupil's progress.
   - Where necessary, to work with the HS to undertake visual assessment activities appropriate to Habilitation Education.
   - To supervise and provide support for pupils ensuring both their safety and access to their environment.
   - To promote inclusion and acceptance of all pupils
   - To work with a group of pupils under the direct supervision of the key HS where appropriate. Some of this work will be off campus.
   - To provide feedback to pupils in relation to their progress and achievement.
   - To use specialist skills to undertake activities necessary to meet the physical and emotional needs of the pupils, including medical/therapy procedures following training. This includes maintaining a working knowledge of a pupil's medical condition when working with them on a one to one basis.

2. SUPPORT FOR THE TEACHER AND OTHER PROFESSIONALS WITH A MULTIDISCIPLINARY CONTEXT
   - To promote good Habilitation practice at all times when supporting our pupils.
   - To support the training role of the department, taking part in the organisation of training sessions and contributing where appropriate.
   - Liaising with school staff to implement the IMP targets to support independence throughout the school day and where necessary in the home context.
   - To contribute to activities which promote good working relationships with parents and families.
   - To support the work of the department in extending inter-agency links for individual pupils.
   - To provide an inter-departmental link, coordinating joint activities including information sharing where appropriate. To provide a reference point for staff, pupils and parents in the absence of other members of the department.
   - To provide a level of administrative support within the department, including the maintenance of the record keeping system, ensuring the smooth running of the department.

3. <u>SUPPORT FOR THE CURRICULUM</u>
   - To create and maintain a purposeful, orderly and supportive environment in accordance with the needs of the pupils.
   - To monitor and evaluate the environment alongside the HSs to ensure the best possible access for our pupils.
   - To order resources for the department under the supervision of the SHS
   - To prepare and maintain the resources used within the department.
   - To undertake a range of training programmes to develop professional practise in line with the needs of the range of pupils in the school.

4. <u>SUPPORT FOR THE SCHOOL</u>
   - To be aware of and comply with all policies relating to work with our pupils. This includes health and safety working practices and child protection procedures.
   - To contribute to the overall ethos, work and aims of the school.
   - To attend and participate in meetings as required.
   - To participate in training and other learning activities and performance development as required.
   - To support teaching and care staff on visits, trips and out of school activities as directed.
   - Any other reasonable tasks as directed by the SHS.
   - To take part in and contribute to the wider life of the school.

GENERAL

- Work to school's policies and procedures, particularly in regard to equal opportunities, health and safety and confidentiality

- Demonstrate professional accountability at all times

- Practice within the professional codes of conduct

- Undertake other duties commensurate with the post and grade that may be required of you by the Head of Service or Headteacher.

Safeguarding	Be fully aware of and understand the duties and responsibilities arising from the Children's Act and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation Be fully aware of the principles of safeguarding as they apply to vulnerable adults to the workers role Ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection
Leadership	To work under overall supervision of a Lead Teacher of CYP with vision impairment.
CPD	A commitment to own personal development and to undertake mandatory training as required
Teaching and Learning in support role	To undertake a planned programme of Habilitation Studies training
Service and Self Review	To participate in the annual Professional Development Review
Behaviour / Risk Management	To work with other colleagues to ensure safety of both workers and users at all times
Supporting other colleagues	Be supervised by Habilitation Specialists
REVIEW	This job description does NOT define all the duties and responsibilities commensurate with the post. As such, it will be reviewed at the end of the academic year or earlier if necessary and may be amended at any time after consultation with you.