

## Job Advert



# Blossom House School

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United Kingdom

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[www.blossomhouseschool.co.uk](http://www.blossomhouseschool.co.uk)

## SEN Learning Support Assistant (Term-time)

### Secondary

Our special outstanding school is constantly growing, providing a supportive, nurturing learning environment for more and more children. Due to this expansion, we have an opportunity for you to be a part of a multi-disciplinary team of dedicated friendly Teachers, Therapists and Learning Support Assistants.

#### **What the role involves:**

You will not find yourself getting bored in this role! Each day brings new challenges, and opportunities for development and to demonstrate your supportive skills as a Learning Support Assistant. Your role may involve providing ad-hoc or dedicated 1-1 support to specific children and providing whole-class support in sessions. You'll help to support the pupil's communication skills at school, when out in the community and on trips, assist with administration, and provide ad-hoc management or support with challenging behaviour.

Situated on the Wimbledon campus, you will be working within a specialist SEN provision for secondary pupils with complex communication and learning difficulties alongside significant medical needs. Many of the children have speech disorders which affect their intelligibility, and all pupils have complex communication difficulties. The pupils also have difficulty with eating and drinking so they need close supervision during mealtimes. Our aim is to provide them with a nurturing environment to develop their communication, independence, and emotional regulation, within an education setting to facilitate their access to learning alongside their peers. Class sizes are a maximum of 6 pupils supported by a Class Teacher, one Learning Support Assistant and Speech and Language Therapists and Occupational Therapists. The children in Wimbledon provision do not access the National Curriculum but instead are provided with a functional curriculum where communication and practical real-life learning is the main focus.

#### **We offer:**

- A supportive working environment in a newly refurbished and well-equipped building.
- Small class sizes and the opportunity to work 1-1 with children where possible.
- Our Speech & Language Therapists, Occupational Therapists, Physiotherapist, Art Therapists and Music Therapists aim to maximise each child's potential in a nurturing and supportive environment.
- Continued professional development and training.
- Great staff non-contractual benefits such as free lunch once a week, termly wellbeing claims, annual bonuses and pay rises and a friendly nurturing environment.
- Close to a good transport network.
- UK Healthcare cash plan designed to help cover your "day to day" healthcare expenditure such as Optical and Dental bills and offers cash back (up to policy limits) for a variety of different medical treatments. It also offers lifestyle benefits and discounted gym membership.

**The ideal candidate will have:**

- Supporting our students can sometimes be challenging, mental and physical resilience are qualities necessary for all our staff.
- Confidence, enthusiasm and a passion for learning.
- An ability and confidence to function independently as and when required.
- Excellent English skills (clear written and spoken English) along with good reading, writing and numeracy skills.
- The ability to build good working relationships with children, teachers, parents and carers.
- Experience of working with children with Special Education Needs (SEN).
- Experience of providing personal self-care support to pupils will be an advantage. Please note that providing self-care support on occasion is an important expectation of the role.
- The ability to manage a small group of children with complex communication needs with patience and empathy.
- The ability to promote positive behaviour in a nurturing environment is essential.
- An interest in learning more about Speech and Language Therapy and/or Occupational Therapy would be an advantage.

**Contract terms:** Permanent, Term-Time only

**Working Hours and pattern:** Monday to Friday, 08:30 – 17:00, approx. 36 teaching weeks per annum.  
No working required during school holidays

**Salary: £23,039 - £23,900** pro rata, depending on experience (£18,850 - £19,555 salary for term-time, 36 weeks pa)

**To Start:** ASAP

**Closing Date:** 19<sup>th</sup> June 2023 but may close earlier if earlier applicant successful.

**Wimbledon school address: 24 Gladstone Road, Wimbledon, SW19 1QT**

If you wish to apply for the post, please download the application form from the school website: [www.blossomhouseschool.co.uk/vacancies](http://www.blossomhouseschool.co.uk/vacancies) and email the completed application form detailing how you meet the requirements of the person specification along with the recruitment activity (on the last page of the advert) to [recruitment@blossomhouseschool.co.uk](mailto:recruitment@blossomhouseschool.co.uk) by the closing date.

Early applications are encouraged.

*This role is subject to the relevant Safeguarding checks, which will include an Enhanced DBS check.  
This role does not meet the requirements for sponsored work permits.*

## Job Description

<b>Job Title:</b>	SEN Learning Support Assistant
<b>Reports to:</b>	Wimbledon Lead  The Learning Support Assistant will be a member of a multi-disciplinary team, under the leadership of the Wimbledon Lead and report to the group leader on a daily basis.
<b>Accountable to:</b>	Learning Support Assistant Co-ordinator / Group Leader / Line Manager
<b>Contract term:</b>	Permanent, Term-Time only (approx. 36 weeks per year)
<b>Hours per week:</b>	Monday to Friday, 8:30 to 17:00

## Responsibilities and Duties

- To assist the teaching/therapy staff by supporting the learning needs of the pupils within school and out in the community.
- To assist the child to remain on task, and encourage their attention and listening skills, so that their learning opportunities are maximised.
- To encourage appropriate behaviour according to the school's Behaviour Policy.
- To actively participate in appropriate activities and to role model acceptable behaviours.
- To work cohesively with the teaching and therapy staff to further nurture and develop the needs and skills of the pupil.
- To take notes during the lesson for the child's responses on behalf of the teacher/therapist, when behaviour permits, particularly with regard to the pupil's targets.
- To assist teaching/therapy staff by performing simple administration duties, as reasonably required, e.g.: photo-copying, laminating, etc.
- To create resources for lessons (e.g. printing materials and preparing tuff trays) and to use specialist communication software to create therapy resources (training will be provided).
- To be responsible for tidying, cleaning and monitoring and stocking the classroom, in which you are assigned, with the necessary supplies.
- To record and administer standard and emergency medication and to provide first aid (training will be provided).
- To contribute to medical logs and home-school diaries as required.
- To upload photographs of pupil's learning to the school's online system and to make basic annotations.
- To print photographs and put these in pupil's project books.
- To put up displays as required by the Group Leader
- To attend staff meetings and INSET, as required.
- To perform other general after-school duties as required by rota.
- To supervise during play and lunch times and be aware of First Aid procedures.
- To be a point of reference throughout the day to all teaching/therapy staff regarding individual needs of specific children on a lesson to lesson basis.

- To contribute towards providing an environment for the children that enables them to realize their potential and maximise their academic, social, physical and emotional development.
- To be flexible and carry out any such other duties as may be reasonably required and directed by the Principal.

Person Specification					
Qualifications	Essential	Desirable	Application Form	References	Interview/ Selection Process
Educated to GSCE level, or equivalent in Maths and English		✓	✓		✓
CACHE Diploma Level 3 in Child Development or equivalent qualification		✓	✓		✓
Evidence of further qualifications; A degree or a completed qualification relevant to the role		✓	✓		✓
Knowledge & Skills	Essential	Desirable	Application Form	References	Interview/ Selection Process
A basic understanding of how children develop & learn	✓		✓		✓
A basic understanding of Safeguarding and child protection in schools	✓		✓		✓
An understanding of supporting diversity and equal opportunities	✓		✓		✓
An understanding of health and safety and confidentiality	✓		✓		✓
Clear written and spoken English	✓		✓	✓	✓
Good numeracy and literacy skills	✓		✓	✓	✓
Behaviour management skills	✓		✓	✓	✓
Competent ICT skills	✓		✓	✓	✓
Experience	Essential	Desirable	Application Form	References	Interview/ Selection Process
Experience of working with children	✓		✓	✓	✓

Experience of working children in a 1:1 setting		✓	✓	✓	✓
Experience of working with groups of children		✓	✓	✓	✓
Experience or awareness of special needs		✓	✓	✓	✓
Experience of working with children with challenging behaviour		✓	✓		✓
Experience of working within a multi-disciplinary team or with a therapist		✓	✓		✓
Experience of working with pupils with complex health needs		✓		✓	✓
<b>Personal Attributes and Abilities</b>	<b>Essential</b>	<b>Desirable</b>	<b>Application Form</b>	<b>References</b>	<b>Interview/ Selection Process</b>
A high level of emotional resilience and emotional maturity	✓		✓	✓	✓
Flexibility and creativity in your approach to tasks	✓		✓	✓	✓
Ability to build good relationships with children, teachers, parents and carers	✓		✓	✓	✓
Patience and a positive attitude	✓		✓	✓	✓
Ability to adapt to changes quickly	✓		✓	✓	✓
Ability to work as part of a team	✓		✓	✓	✓
Ability to work independently on prescribed tasks, take initiative and manage change	✓		✓	✓	✓
Ability to use initiative, good problem-solving skills and to be engaging and pro-active	✓		✓	✓	✓
Willingness to participate in training and other learning activities	✓		✓	✓	✓
Commitment, reliability and trustworthiness	✓		✓	✓	✓
Willingness and commitment to follow school policies and guidelines	✓		✓	✓	✓
Willingness to support diversity and ensure all pupils with speech & language difficulties have equal access to opportunities to play and develop	✓		✓	✓	✓
<b>Safe-guarding &amp; Child Protection (COMPULSORY)</b>	<b>Essential</b>	<b>Desirable</b>	<b>Application Form</b>	<b>References</b>	<b>Interview/ Selection Process</b>

A commitment to follow school policies, procedures and guidance	✓		✓		✓
A commitment to the protection and safeguarding of children and young people	✓		✓		✓
Successful Enhanced DBS Status	✓				✓
A commitment to follow pupil's medical and intimate care plans.	✓				✓

<b>Recruitment Activity</b> <b>(compulsory activities to accompany your application form)</b>	
<p><b>1. In your own words please write a brief review of a popular children's book that you have enjoyed reading with Primary children.</b></p> <p><b>Your review should be between 100 and 200 words, and briefly describe the plot, characters or theme in your own words, and include your own personal opinion of the book and why you think it is suitable for children of a particular age.</b></p>	
<p><b>2. Sometimes our pupils may present with unexpected behaviour. This can include being physical or verbally disruptive.</b></p> <p><b>a. Why do you think they might behave like this?</b></p> <p><b>b. How would you manage your own emotions if you were faced with unexpected behaviour?</b></p> <p><b>c. What strategies could you suggest to minimise these behaviours?</b></p>	