



# Teaching and Behaviour Support

Recruitment Pack, September 2019



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If you, or someone you know would like this publication via email, in Braille, large print, Easy Read transcription or audio tape, please contact: Jack Player, Head of Recruitment at [jplayer@ambitiousaboutautism.org.uk](mailto:jplayer@ambitiousaboutautism.org.uk)



## Introduction from Tracey Capstick Interim Head of School

May I take this opportunity to thank you for expressing an interest in applying for the position of Teaching and Behaviour Support at TreeHouse School part of Ambitious about Autism. This is an exciting time to join our school as we embark on launching our ambitious approach, working more collaboratively and making the ordinary possible for our learners.

Our mission is to continue providing our pupils and families high quality, specialist teaching, learning and support needed to improve the life chances of those we work with together.

TreeHouse School is a non-maintained special school for pupils and young people from Early Years to Post-16 who have a diagnosis of autism. Founded in 1997 by a group of parents, the school recently celebrated its 21st anniversary and continues to be innovative in meeting the needs of its pupils. We support 87 pupils aged 4-19 supported by over 140 members of staff. TreeHouse School maintained its Outstanding Ofsted rating in December 2017.

TreeHouse School is committed to providing the high quality, specialist teaching, learning and support needed to improve the life chances of children and young people with Autism. As part of the charity Ambitious about Autism, TreeHouse School strives to make the ordinary possible and enhance the quality of life of its pupils.

We are very proud of our school and our pupils' achievements. Our 'Outstanding' judgements from Ofsted quoting "The school's culture puts no ceiling on pupils' reflects our efforts and commitment to make the everyday possible for our pupils. To continue our development, we need collaborative individuals that thrive in challenging environments working as part of a robust team.

I hope that you will find our mission and this opportunity exciting and compelling and will consider joining our team.

Above all, you will share an absolute commitment to our mission and values.

This position is both exciting and significant and I hope very much that you will consider this opportunity to contribute to our future and the lives of children and young people with autism.



## About Autism

Ambitious about Autism is committed to making the ordinary possible for children and young people with autism.

- **Autism is a lifelong developmental disability which affects 1 in 100 people in the UK. It affects the way a person communicates and how they experience the world around them.**
- **Children with autism face many barriers: these include a lack of understanding of their needs and how to meet them, a lack of good quality services and opportunities to have their views taken into account.**

### **As a result:**

- 4 in 10 children with autism have been excluded from school and 40% are bullied.
- Only 16% of people with autism work full-time and 90% remain dependant on their families for the rest of their lives.
- Many families struggle to support their child and live in poverty and feel isolated.

This must be addressed with urgency if we are to stop the wasted opportunities for these children, their families and our society.



# Ambitious About Autism

## **Our History**

Ambitious about Autism is the national charity for children and young people with autism.

The charity was established in 1997 by a group of families of children with autism concerned at the lack of appropriate provision for their children. They set out to establish a school that would support their children to learn, thrive and achieve positive outcomes. Following a major capital fundraising campaign and a series of temporary locations and premises, the school and the charity moved into purpose-built accommodation in 2008, together creating the Pears National Centre for Autism Education. Since then the charity has grown its education services, opening both Ambitious College and The Rise School in 2014, and extended its national influencing and enabling activities.

The Ambitious about Autism Schools Trust was set up to support the development of free schools and operates The Rise School.

## **Our vision**

A world where the ordinary is the everyday experience of children and young people with autism.

## **Our mission**

Our ambition is to make the ordinary possible for children and young people with autism.

## **Our values**

Children and young people with autism are at the centre of all that we do: their well-being and safety is our number one priority.

To achieve this:

- **We are ambitious**  
We invest in our people and aim high to make sure our work has the biggest impact for children and young people with autism and their families.
- **We value difference**  
We know that creating equal opportunity does not mean one size fits all. We aim to make ourselves accessible to children and young people with autism across the spectrum, from all communities and backgrounds.



➤ **We are team players**

Collaboratively working and building strong partnerships are essential if we are to make the ordinary possible for children and young people with autism.

➤ **We are open**

We strive to be open – open to new ideas, open in how we work and open in how we make decisions.

➤ **We are experts**

We respect and develop the expertise of our talented staff and make sure that we are evidence-based, rigorous and accountable in everything that we do.

## **Our Aims**

1. **More and better services** that meet the needs of children and young people with autism effectively
2. **Greater awareness and understanding of the needs** of children with autism and how best to meet these needs
3. **Policy at national and local level** that take into account the needs of children and young people with autism
4. **Ambitious about Autism has the capacity** to deliver its strategy.

## **Our Services**

Ambitious about Autism is focused on developing innovative service models that demonstrate excellent outcomes for young people and are replicable and sustainable. We are committed to creating pathways to enable young people to live a fulfilling life as part of their community.

**School years:** TreeHouse School is a non-maintained special school for pupils aged 4 to 19 with autism. Established in 1997, the school has an Outstanding Ofsted rating and is well known for its pioneering evidence-based approach. The charity set up a multi-academy trust, Ambitious about Autism Schools Trust, which developed and launched its first free school, The Rise School in September 2014.



**College years:** Ambitious about Autism runs Ambitious College, which opened in September 2014. This is London's only registered Specialist College dedicated to educating and training young people with complex autism aged 16-25 years. The college is now based on two permanent campuses co-located and in partnership with mainstream further education colleges.

**Capacity building for families and professionals:** Ambitious about Autism continues to provide training and support to enable families and professionals to support children and young people with autism, a strategic partner of the Autism Education Trust (AET) and the Training Hub for London for school and Post 16 services.

#### **Our research work**

Ambitious about Autism works directly and in partnership to increase understanding of the needs of children and young people with autism and how they can be met. We do this by carrying out, commissioning and collaborating on research projects. The charity continues to work as a founding partner with the Institute of Education on the work of the Centre for Research into Autism and Education. We also work with Bangor University and Warwick University to evaluate the effectiveness of our work and to build the evidence base for autism education.

#### **Our awareness raising activities**

Building awareness and understanding of autism and the work we do to support children and young people with autism is critical to our ongoing success. We communicate with and involve children and young people, parents and carers, the children's workforce, decision makers and influencers to support the delivery of our mission. Ambitious about Autism is growing and developing its online community; Talk about Autism, to provide support and as a means to engage the autism community in our policy and influencing work.

#### **Our policy and participation work**

Our policy work is evidence-based and focuses on influencing the policies and practices of both local and central government. Ambitious about Autism works to respond to policy developments and to proactively campaign on the issues that matter to children and young people with autism and their families. We have developed and grown our participation work and we provide platforms for young people and parents to share their experiences directly with policy and decision-makers. We also use our experience as a service provider to inform policy and practice.

For further information about our work, please see [www.ambitiousaboutautism.org.uk](http://www.ambitiousaboutautism.org.uk)



## Job Description

<b>Job Title</b>	<b>Teaching and Behaviour Support</b>	<b>Team</b>	<b>TreeHouse School</b>
<b>Job Band</b>	<b>Band 3 (£20,546 - £23,567 per annum)</b>	<b>Reporting to</b>	<b>Class Teacher</b>
<b>Hours</b>	<b>36.083 hours per week Worked Monday to Friday</b>	<b>Line Manages</b>	<b>N/A</b>

### Role Purpose

- To deliver high quality teaching, learning and behaviour support using a behavioural approach (ABA/PBS) as part of a class team working with children and young people with autism. To support the Class Leader and Transdisciplinary Team in ensuring the efficient and effective running of the class to meet the day to day needs of the pupils

### Teaching and Learning

- Deliver 1:1 intensive teaching, paired and small group teaching, and learner sessions using a behavioural approach (ABA/PBS) across a variety of settings as directed by the Class Teacher.
- Key worker for one child in the class responsible for ensuring Class Teacher and Transdisciplinary Team recommendations, directions and programmes are carried out to support high quality teaching and learning.
- Supervise indoor/outdoor break time's snack/lunch.
- Provide personal care (e.g. toileting, nappy changing, dressing and feeding and medication as agreed by the Headteacher) for pupils.
- Supervise and support community based learning and educational visits.
- Responsible for safeguarding the health and safety of pupils, including maintaining a physically safe environment and following risk assessments as appropriate.
- Ensure that salient pupil progress data is collected, summed and graphed.
- Responsible for regularly communicating data to Class Teacher and Transdisciplinary Team and Behaviour Analyst.
- Responsible for ensuring all pupil files, pen portraits, home/school book are written and updated.
- Ensure all data/descriptions are shared with Class Lead and Transdisciplinary Team for other reports.
- Responsible for ensuring accurate and appropriate data collection systems are followed and used as an effective assessment for learning tools.

### Safeguarding and Safety

- Ensure risk assessments, and emergency plans are followed up in line with policy and



procedures. Ensure safe working practices and accurate and timely reporting of safeguarding and health and safety incidents; medication errors; other incidents and accidents errors are appropriately reported.

### **Resources**

- Responsible for all production, organisation and maintenance of appropriate teaching materials and resources to support personalised targets
- Ensure the upkeep of general school resources and maintain the tidiness of space, rooms and cupboards.

### **Learning and Development**

- Commitment to reflective practice, undertaking appropriate continuing professional development to acquire the necessary knowledge of autism, curriculum, including the National Curriculum and behavioural principles and practice; to strengthen teaching and ensure that pupils learn and make progress in line with expectations.
- Actively participate in discussions with line managers to ensure performance development review objectives are in place in line with School plans to support CPD and overall effectiveness.

### **General**

- Understand and actively implement all school policies.
- Participate in class, multi-professional, school and all staff meetings.
- Ensure effective communication (the right information, to the right people, at the right time).
- Responsible for the health and safety of self and others using proactive and reactive approaches. This may include using positive behaviour techniques.

Any other duties commensurate with the role.

### **Values**

Ambitious about Autism has a set of values which are listed below. We expect all our employees to have a commitment to these values to help improve our staff and learner experience.

- We are **ambitious**
- We are **team players**
- We are **open**
- We value difference
- We are **experts**



## Person Specification

Role and Band Competencies	Essential	Method of Assessment
<b>Education Levels &amp; Qualifications</b>		
Educated to A' Level or equivalent qualification	X	Application
<b>Specific Knowledge, Experience &amp; Technical Skills</b>		
Demonstrable experience of working with children and young people with autism using a behavioural approach e.g. PBS	X	Application/interview/Observation
Experience of managing behaviour that challenges	X	Application/Interview
Understanding of child development	X	Application
Able to demonstrate an understanding and personal commitment to safeguarding and promoting the welfare of children and young people	X	Application/Interview/Task/Observation
Good appreciation of health and safety in the workplace, data protection principles and equal opportunities.	X	Application/Interview
Good communication both verbal and written	X	Application/Interview/Task
Able to communicate effectively with a range of stakeholders	X	Interview/Task/Observation
Able to work effectively as a member of a Transdisciplinary team	X	Interview/Task/Observation
Demonstrable practical ABA skills/PBS	X	Application/Interview
Demonstrable theoretical understanding of ABA/PBS	X	Application/Interview
Demonstrable data collection and analysis skills	X	Application/Interview/Task
Demonstrable organisation, planning and prioritisation skills	X	Application/Interview
Able to work using own initiative	X	Interview
Able to solve problems quickly and decisively and able to stay calm in a challenging situation	X	Interview/Task/Observation
IT literate	X	Application
Physically and emotionally resilient.	X	Interview/Observation



## Training and Development

We are committed to investing in our people and their talent. We make sure every single person is clear about their role, and has the tools, knowledge and learning they need to perform well and make a difference.

TreeHouse School aims to empower staff to take ownership of their own development with support from their managers and the organisation as a whole. From the day you join us, we'll give you access thorough induction to e-learning tools, training courses, professional qualifications and coaching. We'll help you find out where your career could take you by creating a personal development plan. This will focus on the learning you need to do your job well, and tailors your long term development so that you can achieve your career goals.

We want you to have the confidence to make the most of every opportunity. So, whatever you want to do, and however you want to learn, we'll help you take your career to the next level.

All our staff are provided with a comprehensive core and role specific induction with internal and external courses offered for technical or specialist training for skills that staff require for their job.

### **Examples of our CPD opportunities include the following: Programmes leading to a Professional and Academic Qualification**

TreeHouse School is committed to the ABA/PBS Competency framework for all staff and is exploring other CPD opportunities in order to grow our own talent.

### **Training to meet legal requirements**

This includes safeguarding training, health and safety training including Team Teach, fire safety and evacuation procedures, data protection and equality and diversity training.

### **Coaching and Mentoring**

Ambitious about Autism encourages line managers to provide coaching and mentoring support for staff who are undergoing CPD.

### **Professional Memberships**

Ambitious about Autism will reimburse staff the cost of professional membership fees that are required for their role in line with our Staff Expenses Policy.