



## WETHERBY SENIOR SCHOOL

Learning Support Assistant  
SEPTEMBER 2025

### **The SEN Department**

The Learning Support department is dedicated to creating an environment where every student can flourish as self-assured and independent individuals within our school community.

We actively celebrate neurodiversity and acknowledge the significant value that varied and diverse perspectives contribute to our school. The range of Special Educational Needs and Disabilities (SEND) in common with many other independent selective schools encompasses Cognition and Learning, Speech Language and Communication Needs, Social, Emotional and Mental Health issues, as well as Sensory and/or Physical additional needs. The department works to collaborate with teachers, parents and the wider school community to offer academic guidance and assistance for students with distinct learning differences, while ensuring the most inclusive and integrated experience possible for our learners.

We maintain an open-door policy within the department, inviting students, parents and staff to seek advice and support whenever needed. We encourage parents to contact the SEND Team to arrange a discussion or meeting regarding any concerns. Our commitment lies in partnering with families and promoting communication to achieve the best possible outcomes for our students.

### **About the School**

Wetherby Senior School was founded in 2015 and is a member of the Inspired Education Group of Schools. There are approximately 450 boys on roll, all of whom study at least one language for 5 years and we regularly add at least 0.5 of a grade Value Added at both IGCSE and A Level. Our students achieve grades that allow them to gain places at top UK universities such as; Cambridge, LSE, Imperial, Durham and UCL and universities abroad such as the University of Chicago, UPenn, Bocconi in Milan and the IE Business School Madrid.

The School was founded to offer a progressive education in the heart of London. The School's focus on providing an all-round education means that high standards are expected of the boys in all areas of school life. The School provides the boys with a broad educational experience, which includes Philosophy and Thinking Skills in the curriculum, to ensure that they are able to think critically and to problem solve but also to ensure they can be creative and collaborative in their approach, so that they develop a sense of social responsibility and respect for others. Our skilled staff, who have a wealth of experience, are preparing to send our pupils to leading universities in the UK, the US and elsewhere.

At Wetherby Senior School we seek to employ highly professional teachers with the ability and commitment to enhance the life of the School and to work effectively and collaboratively with all members of the School community to further establish and develop the School. Our emphasis on educating the whole boy means that all members of staff are expected to contribute to the pastoral care of a group of students as a Form Tutor as well as contributing to the School's co-curricular activities.

## **Vision, Value, Aims**

Our Vision:

Our vision at Wetherby Senior School is to provide an outstanding, all-round education, supporting our pupils to achieve academically and to develop as people, preparing them to meet the challenges of twenty-first century life, readying them to look upwards and outwards beyond our school community to confidently contribute to the wider world.

Our Values:

As a diverse community we respect and celebrate difference. We place great value on friendship and aim to build a supportive community based on trusting relationships. We endeavour to treat each other with respect and to ensure that all of our interactions are conducted with kindness, politeness

## **OUR AIMS**

- To cultivate a love of learning and an understanding that effort and engagement lead to progress and success.
- To foster an environment in which all members of the community feel supported and secure, enabling them to flourish and thrive as individuals.
- To offer a diverse and high-quality programme of creative arts, sports, and co-curricular activities that give opportunities for leadership, service, teamwork, and personal growth.
- To provide first-class staff, resources, and facilities to support our aim

## **Job Specification**

### **Teaching and learning**

- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase achievement of all pupils including, where appropriate, those with special educational needs and disabilities (SEND)

- Promote, support and facilitate inclusion by encouraging participation of all pupils in learning and extracurricular activities
- Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning
- Use effective behaviour management strategies consistently in line with the school's policy and procedures
- Support class teachers with maintaining good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment
- Observe pupil performance and pass observations on to the class teacher
- Supervise a class if the teacher is temporarily unavailable
- Use ICT skills to advance pupils' learning
- Undertake any other relevant duties given by the class teacher
- To cover and lead class teaching (under supervision) as and when appropriate
- Direct the work, where relevant, of other adults in supporting learning

## **Planning**

- Contribute to effective assessment and planning by supporting the monitoring, recording and reporting of pupil performance and progress as appropriate to the level of the role
- Read and understand lesson plans shared prior to lessons, if available
- Prepare the classroom for lessons
- For HLTAs:
  - Use areas of expertise to contribute to the planning and preparation of learning activities, and to plan their role in learning activities
  - Use allocated time to devise clearly structured activities that interest and motivate learners and advance their learning
  - Plan to support the inclusion of pupils in the learning activities

## **Working with staff, parents/carers and relevant professionals**

- Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher

- Communicate knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
- Contribute to meetings with parents and carers by providing feedback on pupil progress, attainment and barriers to learning, as directed by teachers
- With the class teacher, keep other professionals accurately informed of performance and progress, or concerns they may have about the pupils they work with
- Understand the role in order to be able to work collaboratively with classroom teachers and other colleagues, including specialist advisory teachers
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

### **Health and safety**

- Promote the safety and wellbeing of pupils, and help to safeguard pupils' wellbeing by following the requirements of Keeping Children Safe in Education (KCSIE) and our school's child protection policy
- Look after children who are upset or have had accidents

### **Professional development**

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
- Take part in the school's appraisal procedures

### **Person Specification**

#### 1. Qualifications:

- Bachelor's degree

#### 2. Experience:

- Experience of performing to high level
- Teaching/Supporting SEND experience

### 3. Communication Skills:

- Excellent interpersonal skills and ability to communicate effectively with students, parents, and colleagues.
- Clear and concise verbal and written communication skills.
- Capacity to inspire and motivate students to develop their musical talents.

### 4. Organisational Skill

- Strong organisational abilities to manage schedules
- Capability to adapt teaching methods to meet the individual needs and learning styles of students.
- Punctuality and reliability in attending lessons and fulfilling professional obligations.

### 5. Professionalism

- Commitment to maintaining high standards of professionalism and ethics in all interactions.
- Willingness to collaborate with other members of the department
- Dedication to continuous improvement and lifelong learning in the field of music education.

### 6. Flexibility and Adaptability

- Flexibility in scheduling lessons to accommodate the availability of students and school timetables.
- Capacity to adapt to changing circumstances and tailor instruction accordingly.

### 7. Passion for Teaching:

- Genuine passion for education and a desire to inspire a love of learning in students.
- Enthusiasm for fostering creativity, expression, and exploration in the learning process.
- Dedication to fostering a supportive and inclusive learning environment for all students

### **Essential skills and attributes**

1. **Adaptability:** Ability to adjust teaching methods and lesson plans to suit the needs and abilities of individual students and diverse learning environments.

2. **Communication:** Clear and effective communication skills to convey musical concepts, instructions, and feedback to students, parents, and colleagues.

3. **Organisational Skills:** Excellent organizational skills to manage schedules, resources, and administrative tasks associated with teaching multiple students in various locations.

4. **Interpersonal Skills:** Strong interpersonal skills to build rapport with students, foster a positive learning environment, and collaborate with school staff and parents.

5. **Flexibility:** Ability to adapt to changing schedules, locations, and teaching environments while maintaining a high standard of instruction and professionalism.

6. **Patience and Empathy:** Patience and empathy to support students through the learning process, address challenges, and celebrate their progress and achievements.

7. Creativity: Creativity to develop engaging lesson, activities, and exercises that inspire students to explore and express themselves musically.

8. Problem-Solving: Strong problem-solving skills to identify student learning barriers and develop strategies to overcome them effectively.

9. Professionalism: Commitment to professionalism, punctuality, and reliability in fulfilling teaching obligations and maintaining professional standards in all interaction

### **Applications**

Applications should reach the school no later than noon on Tuesday 13<sup>th</sup> May 2025.

Please note that interviews may be held at any stage after applications are received, so candidates are advised to apply as soon as possible. The vacancy may be closed earlier than the specified deadline, if the right candidate is found.

The role is for 30 hours a week (which equates to 4 days per week). It may be possible for the right candidate to offer a day of instrumental music lessons, in addition to make this up to the equivalent of a full-time role.

### **Safeguarding**

Wetherby Senior School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The protection of our students' welfare is the responsibility of all Wetherby Senior School staff and individuals are expected to conduct themselves in a way that reflects the principles of our organisation.

The successful applicant will be subject to an enhanced disclosure via the DBS (Disclosure and Barring Service) and will have DBS clearance. This check will be carried out alongside other relevant pre-employment checks. References will be taken up and carefully checked.

### **Equal Opportunities**

Wetherby Senior School wholeheartedly supports the principle of equal opportunities in employment; and actively opposes all forms of unlawful or unfair discrimination on the grounds of sex, marital or civil partner status, pregnancy or maternity, sexual orientation, gender reassignment, race (which includes colour, nationality and ethnic or national origins), religion or belief, age or disability.