



## ST CLEMENT DANES SCHOOL



### Appointment Brief for Learning Support Practitioner



DANES EDUCATIONAL TRUST



## ST CLEMENT DANES SCHOOL

Dear Applicant,

Thank you for your interest in the post of Learning Support Practitioner starting in October/November 2023.

St Clement Danes is an oversubscribed, highly regarded school situated in Chorleywood on the border between Hertfordshire and Buckinghamshire. With over 1000 applicants for 240 places annually, it is a popular local choice. It is partially selective, allocating 10% of places based on musical aptitude and 10% on the basis of an academic test. When last visited by Ofsted, it was awarded outstanding in every one of the then 31 measures. It has more recently been awarded 'World Class School' status, an accolade awarded to schools who have moved 'beyond outstanding'.

St Clement Danes has a proud history dating back to 1862 and celebrates an annual Commemoration Service in St Clement Danes Church in the Strand. Outcomes at all levels are excellent and in particular the school prides itself on the progress of its students. In 2019, the Progress 8 measure was +0.48. There is plenty of scope for you to help move the school forward; ensuring that St Clement Danes is consistently 'beyond outstanding'.

St Clement Danes is an outward facing school, it is the lead school of the Hertfordshire Challenge Partners hub, leads the Science Learning Partnership across a wide area of London and the South East and is one of a select few National Computing Hubs. We are proud to be part of Danes Educational Trust, more information about the Trust can be found [here](#).

Relationships between staff and students are a great strength of the school. Students respect staff and appreciate their efforts as they "move from one high-quality learning experience to another." The school prides itself on nurturing students' talents, whatever they might be as evidenced by phenomenal success in sport, wonderful drama productions and an enviable programme of music.

The school site has benefited from extensive investment over recent years including an art and maths building, dance studio, learning resource centre and pastoral hub. The school is clean, green and well cared for; visitors remark on the attractive working environment enjoyed by staff and students alike.

Working at St Clement Danes means working with a talented, inspirational, and innovative team of teachers and support staff at the heart of the local community. We believe in making a real and lasting positive difference to every learner's life at St Clement Danes. If you share our commitment to educational excellence, we want to hear from you.

Mr T Sutherland  
Headteacher



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## ST CLEMENT DANES SCHOOL

# JOB DESCRIPTION

**Job Title: Learning Support Practitioner**

**Line Manager: SENCO**

**Pay Range: H3.5: £21,575+ £951 fringe FTE pro rata**

**Full Time / Part Time**

**Weeks Worked: Term Time plus 5 INSET days pro rata**

**Start Date: October / November 2023**

### **Core Purpose**

Support students in accessing the curriculum.

### **Main Duties and Responsibilities**

- Provide learning support for students to aid confidence, improve organisation and understanding of subject areas.
- Act as key worker for a group of SEN students conducting termly reviews and liaising with class teachers regarding passport needs, as directed by the SENCO.
- Maintain high professional and academic standards and remain informed as to relevant curriculum developments and special educational needs pedagogy.
- Ensure effective learning support for all students in Years 7 to 13, primarily in the core subjects.
- Delivery of wave 2 and wave 3 interventions including at lunchtimes, as directed by the SENCO.
- Understand, support and encourage independent learning and inclusion of all students.
- Work closely with class teachers to enable an effective working situation to the benefit of students concerned, without disrupting the rest of the class.
- Work with individuals, the whole class or within context of Team Teaching, as decided in discussion with class teacher or Head of Faculty.
- Develop differentiated resources for lessons as directed by teaching staff.
- Support the class teacher in the way they organise the class and teach the subject.
- Supported by the SENCO or SEN teacher, plan and deliver small group teaching in Learning Support.





## JOB DESCRIPTION Cont.

- Implement specialist learning programmes under the guidance of the SENCO or other professional (e.g. speech and language therapist)
- Observe the way students are responding and interacting and support those who may be having difficulties.
- Record support given in lessons.
- Complete half termly records in respect of students on the SEN register.
- Liaise with class teachers, Form Tutors and Pastoral Leaders relating to the effective progress of the students concerned.
- Support Pastoral Leaders with SEMH interventions for example Rebalance.
- Liaise with other Learning Support Practitioners, HLTA's, outside agencies and Heads of Faculty.
- Attend faculty meetings on a weekly basis.
- Be aware of and follow departmental and whole school policies.
- Attend Appraisal Meetings where appropriate.
- Act as a role model.
- Maintain confidentiality at all times.

### Our Vision

At the Danes Educational Trust we are committed to 'Making the Difference Together' sharing best practice and supporting each other to be the very best we can be.

### Core Values

The post holder is expected to share our commitment to our core values:

- We value joy in working, teaching and learning together
- We encourage everyone within our Trust to feel optimistic about the future and how they can shape it
- We support all individuals in developing resilience to enable them to respond to change and grow as a result
- We value and support the wellbeing of all individuals who learn and work in our schools
- We provide equality of opportunity and experience for all
- We provide a safe and secure learning environment for all

### Compliance

The post holder is required to be aware of and comply with policies and procedures relating to child protection; health and safety; confidentiality; and data protection and report all concerns to an appropriate person.





ST CLEMENT DANES SCHOOL

## JOB DESCRIPTION Cont.



### **Safeguarding**

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts.

### **Additional Information**

All staff are required to participate in training and other learning activities and in performance management and development as required by the Trust's policies and practices.

This job description is a guide to the duties the post holder will be expected to undertake. It is not intended to be exhaustive or exclusive and will be subject to change as working requirements dictate and to meet the organisational requirements of the Trust.

### **Supervision/Job Context**

The post holder is managed by the School SENCO.

### **Contacts**

The post holder will work with all members of staff in the school and have contact with students, parents, advisors and other specialist visitors to the school.



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## PERSON SPECIFICATION

**We are looking for knowledge, experience and training**

### Knowledge, Experience and Training

#### Essential:

- Experience of ICT (Microsoft Word, Outlook and Excel)
- Excellent numeracy and literacy skills (GCSE English and Maths or equivalent)
- Excellent organisational skills and the ability to communicate on all levels
- Ability to understand the needs of students, staff and visiting professionals
- Ability to be flexible in approach and to work as part of a team
- A natural aptitude to model the Trust's core behaviours – *'We display transparency, kindness and respect in all our interactions with others, and support each other in all our endeavours. We are tenacious in our desire to make the difference together'.*

#### Desirable:

- Previous experience working as a Learning Support Practitioner
- Knowledge of SEN need types and evidence- based interventions
- Level 3 Diploma in Specialist Support for Teaching and Learning in Schools or a willingness to engage with training
- Knowledge of school procedures



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## ST CLEMENT DANES SCHOOL

# SCHOOL SUMMARY

### St Clement Danes School

St Clement Danes is an oversubscribed, highly regarded school situated in Chorleywood on the border between Hertfordshire and Buckinghamshire. It has been led by Toby Sutherland since January 2018, when the previous Headteacher, Dr Josephine Valentine OBE, became CEO of the Danes Educational Trust. With over 1000 applicants for 240 places annually, it is a popular local choice. It is partially selective, allocating 10% of places based on musical aptitude and 10% on the basis of an academic test coordinated through a local consortium of schools. This allows some students to gain places who do not live in the immediate vicinity of the school; however, the majority of students live in close proximity. When last visited by Ofsted, it was awarded outstanding in every one of the then 31 measures. Since then, it has more recently been awarded 'World Class School' status, an accolade awarded to schools who have moved 'beyond outstanding' and currently only held by a small number of schools nationwide. In 2016, it was one of the very first schools to be awarded Platinum Science Mark in recognition of its excellence in science teaching. It has a proud history dating back to 1862 and celebrates an annual Commemoration Service in St Clement Danes Church in the Strand.

The school regularly appears in lists of the top comprehensive schools in the country. During the tenure of the former Headteacher, outcomes at all levels improved significantly, with cohorts of students whose ability on entry at Key Stage 2 has remained broadly similar. In 1999, 59% of students achieved 5A\*- C at GCSE; in 2019, 70% achieved grade 5 or above in English and Maths. In particular, it prides itself on the progress of its students. In 2019, the Progress 8 measure was +0.48. It is far from being complacent about its success; instead, it is a reflective, innovative, outward looking school which embraces change. There is plenty of scope for the successful candidates to help move the school forward; ensuring that St Clement Danes is consistently 'beyond outstanding' and maintains its outcomes in an ever changing educational landscape is a challenge which excites all members staff.





## ST CLEMENT DANES SCHOOL

### SCHOOL SUMMARY



St Clement Danes is at the centre of system leadership in the region and nationally. It was designated a National Teaching School by the National College for Teaching and Leadership in 2013. Part of its work has been in supporting local schools to improve following poor Ofsted inspections. All schools which it has supported, in both secondary and primary phases, have improved either their Ofsted grading or pupil outcomes or, in most cases, both



St Clement Danes is also the lead school of the Hertfordshire Challenge Partners hub. This is a national organisation at the cutting edge of school improvement which builds long term capacity by organising constructive collaboration and peer to peer evaluation. Meaningful research and development is made possible by the pooling of expertise and resources across schools. Activities range from supporting local school improvement to influencing the national education agenda. The school also leads the Science Learning Partnership across a wide area of London and the South East. Accessing national resources, the partnership promotes professional development for staff to generate high quality science teaching in all phases of education.



The school's student body is drawn, in the main, from local families, largely from Chorleywood itself and neighbouring villages. All visitors comment on the pride students take in their school, the care they show for one another and for those outside their community through extensive and successful fundraising. Drawing from a relatively affluent area, the numbers on Free School Meals are low (2.5%). Our school population is ethnically diverse and 8% of students have English as an additional language. 13.6% of students receive SEND support and 0.76% have an EHCP or Statement.





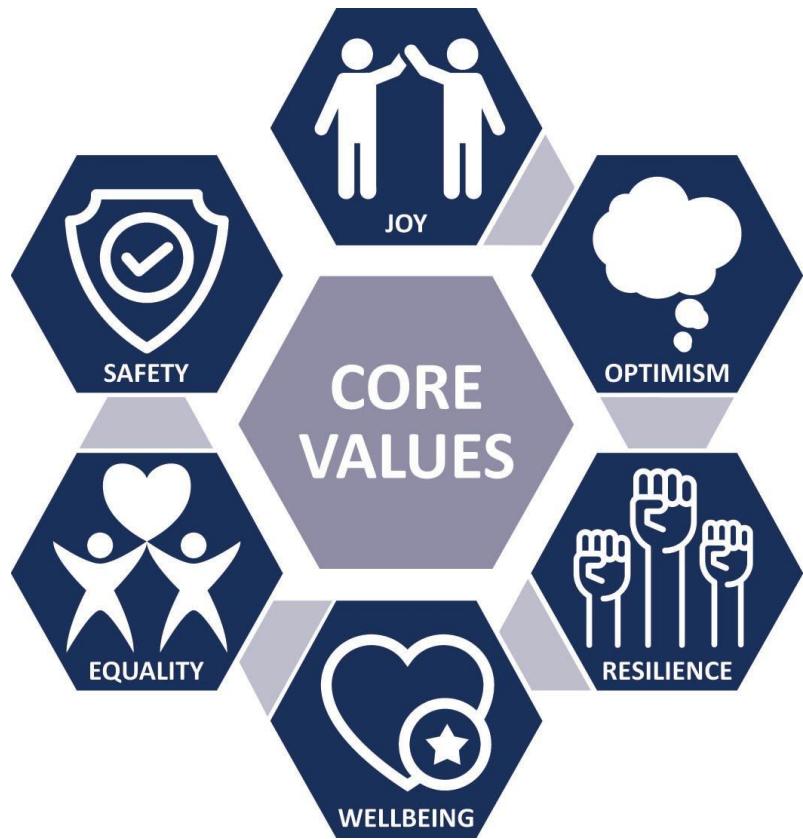
## ST CLEMENT DANES SCHOOL

# BENEFITS

**We can offer a range of benefits including:**

- Children of staff are admitted under criterion 2 of the secondary transfer admission arrangements, after two years' service
- Exceptional CPD opportunities
- We run a strong and robust induction programme for Early Career Teachers (ECTs). We have a vast experience of working with ECTs and we see ECT Induction as a means to develop the best teachers in the local area
- Study Assistance Programme
- Comprehensive Employee Assistance Programme
- Membership of the Teacher's Pension Scheme / Local Government Pension Scheme
- Career development opportunities within an expanding Multi-Academy Trust
- Opportunities to expand your professional networks through the Trust's external partnerships e.g. Science Learning Partnership, Challenge Partners
- £250 New Employee Referral Scheme (i.e. finder's fee) for any qualifying positions that you refer the successful candidate for
- Cycle to Work Scheme
- Occupational Health and an onsite Counsellor
- Free flu jabs
- Free parking
- Staff Committee that organise regular social events





Becoming part of the team at the Danes Educational Trust will give you an opportunity to make a difference to the educational outcomes of young people in Hertfordshire, whilst providing you with an opportunity to pursue your passion for education.

In the last year, we have expanded to be a Trust of nine schools: St Clement Danes School, Croxley Danes School, Chancellor's School, Onslow St Audrey's School, De Havilland Primary School, Elstree Screen Arts, Ascot Road Primary School, Lanchester Primary School, Jupiter Primary School and we have more schools in the pipeline. Schools maintain their own individual cultures and relationships with their community and networks, but align through key educational policies and school improvement strategies, and crucially align with respect to the Trust's vision and core values.

You will be part of a Trust that develops optimistic, resilient learners and valued, empowered staff. We collaborate with local, national and global partnerships to achieve our vision of 'Making the Difference Together' and consider our core values to be at the heart of what makes our Trust unique:

- We value **joy** in working, teaching and learning together
- We encourage everyone within our Trust to feel **optimistic** about the future and how they can shape it
- We support all individuals in developing **resilience** to enable them to respond to change and grow as a result
- We value and support the **wellbeing** of all individuals who learn and work in our schools
- We provide **equality** of opportunity and experience for all
- We provide a **safe** and secure learning environment for all



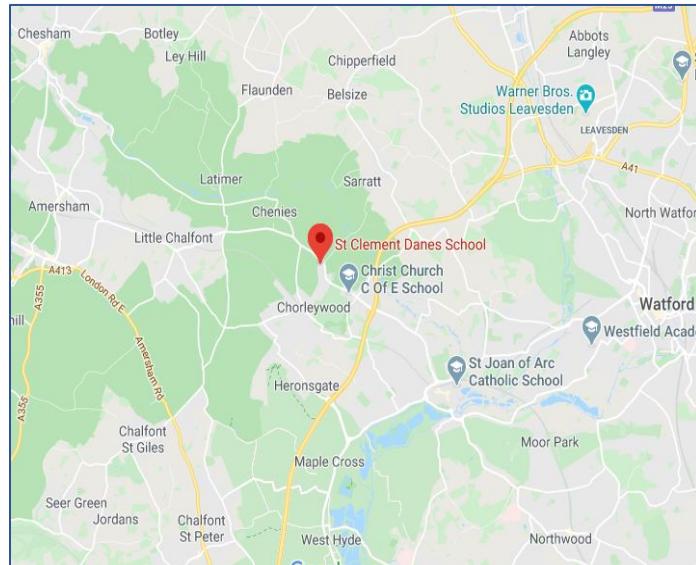


## ST CLEMENT DANES SCHOOL

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