



Learning Support Teacher

Appointment Brief

Closing Date: 9am, Monday 25 January

To start: 1 September 2021

One of the top co-educational schools in the country





Learning Support at Caterham

The aim of the Learning Support department at Caterham is to support each pupil in achieving their potential, whatever their learning need. Teaching within the department aims to build on pupils' neuro-diverse strengths and develop their independent learning skills.

The department focuses on developing our pupils' confidence and motivation as well as their learning skills. We emphasise greater self-awareness to enable pupils to develop their own strategies to overcome difficulties in school and in later life.

The Learning Support department aims to ensure that all pupils have full access to the curriculum. We work in close partnership with parents, teachers and, where appropriate, outside agencies.

This post is a new role and will play an important part in the expansion of a valued and successful department with a whole school reach.

The Role

Reporting to the Head of Learning Support, the successful applicant will be required to teach pupils, either one-to-one or in small groups.

Key Responsibilities include:

- Specialist teaching of pupils (Year 7-13), generally one to one, but may be grouped
- Preparing individually tailored lesson plans for each pupil, and organising or creating teaching resources as appropriate
- Target setting and detailed evaluation of lessons with follow up plan, and communicating with teaching staff and parents, where appropriate
- Responding to referrals from teachers, parents and pupils
- In-class observation of pupils

Other responsibilities

- Carrying out individual assessments and in-house screening
- Completion and collation of necessary documents and evidence for access arrangements
- Regular liaison with teaching staff to monitor pupil progress and provide specialist advice
- Preparing and updating individual pupil support plans and liaising with teaching staff on specific pupil requirements
- Reading specialist reports and implementing appropriate support and any exam access arrangements as appropriate
- Regular liaison with parents by way of email, phone calls or face-to-face meetings
- Assistance with the implementation and marking of screening of pupils on entry to the school
- Assistance as required with the entrance examination process
- Maintenance and analysis of pupil data



The Person

We are looking for an enthusiastic Specialist Teacher who is passionate about supporting pupils with learning needs, and keen to see students develop into fully independent learners. The successful candidate will:

- Have a good Honours degree
- Have a teaching qualification in SpLD, at a minimum of Level 5, or equivalent; (Level 7 or equivalent desirable, but not essential)
- Have understanding and empathy with the needs and concerns of the secondary age group (11-18)
- Have a thorough knowledge of the principles of teaching pupils with SpLD
- Be motivated to ensure that the highest academic standards and expectations are met, while being sympathetic to the academic challenges some pupils may face
- Be familiar with the latest policies and legislation relating to SEND, and an awareness of new initiatives relating to the support of pupils with a range of difficulties
- Be able to work effectively within a small close-knit team
- Have strong interpersonal and communication skills
- Be innovative, creative and flexible
- Be confident and comfortable working with a wide range of year groups, from supporting Year 7 pupils with literacy, to advising on study skills to 6th formers
- Show a commitment to continuing personal and professional development
- Have excellent ICT, organisation and administrative skills



Benefits

We pride ourselves on the best support and care for our academic and bursarial staff – a school is only as strong as those working within it. As such, our staff enjoy a range of benefits and enjoy the strong sense of community that pervades the school.

Continuous Professional Development

All staff have access to generous professional development training as part of the school's performance development and appraisal process. The focus at Caterham School is on encouraging and supporting individuals to continue to develop their skills to provide the finest teaching and learning for our students.

Counselling and Legal Advice Service

A free, confidential 24 hour telephone service available 365 days per year.

Fee Remission

Discount available on school fees. Please contact the HR department for full terms and conditions.

Pension Scheme

Teachers Pension Agency Scheme. For further information please see www.teacherspensions.co.uk

Subsidised Sports Centre Membership

Subsidised Membership to Caterham School's Sports Centre with extensive fitness suite, 25 metre indoor pool, sports hall and programme of fitness classes.

Free meals whilst on duty

Includes breakfast, lunch and dinner during term time, and where available during the school holidays.

Cycle Scheme

A salary sacrifice scheme which provides vouchers available for a wide range of suppliers and includes e-bikes and accessories.



The Application Process



Please complete the application online via the school website at:

<https://www.caterhamschool.co.uk/about/careers/teaching-vacancies>

If you have any questions or queries, please contact Sonya Flaherty, HR Administrator, hr@caterhamschool.co.uk or call 01883 343028

The closing date for applications is 9am, Monday 25 January 2021

The School reserves the right to appoint at any stage of the recruitment process; early applications are encouraged.

Caterham School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All offers of employment are subject to an enhanced DBS check.

www.caterhamschool.co.uk

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