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Beech Hall School

for pupils aged 6 months to 18 years

Learning Support Assistant

required September 2025

WELCOME to Blenheim Schools...

Education for every child. The world over...

We are committed to enabling outstanding futures for all children through a portfolio of inclusive, high-quality independent and international schools. Blenheim Schools deliver a personalised, non-selective approach that empowers pupils of all abilities to thrive. At the core of our ethos is the Tapestry framework, a six-strand blueprint fostering a learning mindset, global awareness, health and wellbeing, digital literacy, sustainability, and entrepreneurship. Rejecting traditional entrance exams, we welcome pupils through a bespoke admissions process that celebrates individuality. Flagship institutions like Beech Hall School Riyadh exemplify our vision, setting new benchmarks for inclusive, future-focused education on a global stage.

BLENHEIM SCHOOLS

Outcomes First Group

From the Headmaster, Mr James Allen

Beech Hall is a non-selective independent school for boys and girls aged 6 months to 18 years. Situated in a beautiful sixteen-acre site on the edge of the Peak District, housing two listed buildings, playing fields and swimming pool, we are proud to be able to provide a truly child-centred approach to education.

Small classes and a focus on the individual child mean that quality teaching and learning lead to success. However, we believe, opportunities beyond the curriculum are just as important as those in the classroom as we seek to provide a truly unique curriculum for every child. A balanced focus on academic attainment, sporting opportunities, emphasising individual strengths and celebrating traditional values are at the core of everything that is important to us at Beech Hall.

In 2021 the school became part of the Chatsworth Schools group and, in January 2025 Blenheim Schools became part of the highly prestigious Outcomes First Group, committed to enabling outstanding futures for all children through a portfolio of inclusive, high-quality independent and international schools. Blenheim Schools deliver a personalised, non-selective approach that empowers pupils of all abilities to thrive

At Beech Hall we have the highest standards of expectation for our children and the quality to which we believe they are entitled. This means that processes to ensure individual achievement are rigorous, and opportunities for pupils to participate in the widest variety of ways are multiple and varied. Communication remains a three-way process throughout our children's education, ensuring that your child, their teachers and you work collaboratively to achieve happiness and success.

Our vision is for all Beech Hall pupils, their families and colleagues to wake up and bounce into school, excited to learn and work in a genuinely inclusive and respectful learning environment that empowers every child to believe, achieve and become the very best version of themselves.

We believe in our motto - taken from the Latin possunt quia posse videntur - we achieve because we believe we can, and our four school values of kindness, respect, integrity and ambition are at the heart of everything that we do.

Why not come and see for yourself?

Beech Hall School Award Winners 2024

ISA Senior School of the Year Highly Commended

Fastest junior team to cross the English Channel

Youngest junior team to cross the English Channel

Independent School of the Year FINALIST

£105,000 raised for Mencap

Summary of the Role

Beech Hall School is seeking to appoint three full-time Learning Support Assistants. The successful candidates will have the knowledge, motivation and experience to support pupils with a range of needs including those with autism, dyslexia and ADHD.

Our ideal candidate will work collaboratively with our Enhanced Learning team to provide the very best support within the classroom environment, small group situations and on a one-to-one basis. Staff will work alongside teachers to raise the learning and attainment of pupils whilst also promoting their independence, self-esteem and social inclusion.

This is an extremely skilled job and the successful candidates will understand how to provide the most effective support in a way that is not necessarily either obvious or overt. This role is about enabling not over-supporting, and above all, is about building trusting relationships.

Key responsibilities:

Provision for pupils with SEND

- Contribute to the development of programs which support pupils
- Act as keyworker for pupils with SEND in order to support their progress throughout school
- Prepare and maintain learning resources according to the needs of pupils
- Where required deliver small group and 1-2-1 intervention programs as directed by the SENDCo
- Act upon the appropriate advice of outside agencies to implement advice and strategies given on how to support pupils
- Reflect on the quality of support for pupils with additional needs and act on the outcomes of this process
- Create and update school focused plans for pupils to profile their needs to staff
- Contribute to the development of provision for pupils with SEND across the whole school
- Provide in class support for pupils as directed by teachers
- Supervise the activities of individuals or groups of pupils both in and out of the classroom
- Deliver physiotherapy and/or Speech and Language therapy as appropriate following the programme and advice from the relevant Specialists

Enhanced Learning Department team responsibilities

- Collaboratively working with all members of the school team, to support the progress of pupils with SEND
- Contribute to the Enhanced Learning Department's Development Plan
- Maintain and develop up-to-date knowledge of national and local initiatives which may impact upon policy and practice
- Attend staff meetings and participate in staff training as required (this will include twice-weekly briefings at 8am and one weekly staff meeting, 4.15-5.15pm)
- Maintain accurate and up to date records for pupils with SEND
- Contribute appropriately to lesson cover and duties
- Be a point of contact for pupils and their parents/carers
- Attend Annual Review and multi-agency meetings as requested

General responsibilities

- Undertake such other duties related to the work of the department appropriate to the post, as may be assigned
- Fulfil personal requirements, where appropriate, with regard to school policies and procedures, health, safety and welfare, emergency, evacuation and security
- Take responsibility for promoting and safeguarding the welfare of pupils in the school
- Work positively and inclusively with colleagues so that the School provides a workplace and delivers services that do not discriminate against people on the grounds of their age, sexuality, religion or belief, race, gender or disabilities

Fulfil wider professional responsibilities

- Demonstrate a commitment to personal, professional development
- Show commitment to the process of performance review and appraisal
- Commit to the agreed values, beliefs and behaviours of the school
- Play an active role in the extra-curricular programme of the school
- Carry out any such other duties as may be reasonably required by the Headmaster or other senior members of staff

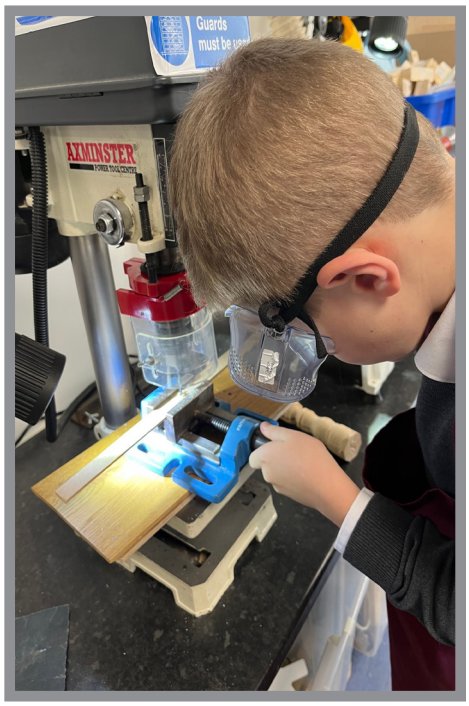
Pastoral duties:

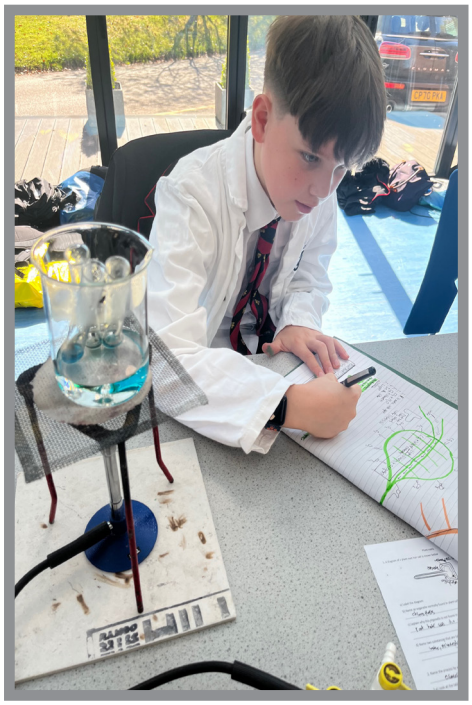
- Liaise with the Deputy Head (Pastoral) regarding pupils' social, emotional and pastoral needs
- Understand the safeguarding systems in place at the school and liaise with the Designated Safeguarding Lead regarding matters of concern for pupils

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be defined. All staff are expected to comply with any reasonable request from a senior member of staff to undertake work of a similar level that is not specified in this job description. It is understood that areas of responsibility are from time to time subject to review and are negotiable in the light of the needs of the school and the professional development of the staff.

All staff are expected to attend staff briefings before school and staff meetings after school.

Beech Hall School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment.





The ideal candidate will bring all or most of the following:

Relevant experience:

Essential:

- Working with vulnerable learners and those who have Special Educational Needs
- Experience of using a range of software packages and hardware devices e.g. Office, Apple products, tablets etc.

Desirable:

- Delivering intervention to small groups of pupils or on a one to one basis
- Developing pupil profiles
- Working collaboratively with parents to secure better outcomes for young people
- Working with children and young people within an educational environment
- Delivering intervention to small groups of pupils
- Evidence of working with outside agencies linked to school

Education and training:

Essential:

- GCSE qualifications or equivalent pass at grade C or above in Mathematics and English

Desirable:

- Relevant NVQ3 or equivalent or a number of years of relevant experience
- First Aid qualification or willingness to take such a qualification

Knowledge and skills:

Essential:

- Understand the essential need to build positive relationships with pupils
- Ability to support teaching staff to enable pupils to achieve their full potential
- ICT skills – Word, Excel
- Ability to motivate and encourage individuals and small groups of pupils under supervision
- Ability to assess, record, monitor and report on the progress of learners
- Solution focused
- Understanding of safeguarding issues
- Understanding of the principals of child development and learning processes

Desirable:

- Understanding of the current provision for children with special educational needs and current developments in SEN

Interpersonal skills:

Essential:

- Excellent communication skills with pupils, parents and other staff
- Networking skills both within and beyond school
- Team player, collegiate and collaborative
- Sensitive, perceptive and responsive to needs

Other requirements:

- Flexibility
- A professional and proactive approach to work
- Reliability and consistency
- A good record of attendance and punctuality
- Positive attitude, optimistic
- Willingness to go the “extra mile”
- Sense of humor
- Confidentiality

Safeguarding:

The post-holder is responsibility for promoting and safeguarding the welfare of children and young people for whom they are responsible, or with whom they come into contact, and will adhere to and ensure compliance with the School's Safeguarding (Child Protection) Policy at all times. If in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the School s/he must report any concerns to the School's Designated Safeguarding Lead or to the Headmaster.

What can you expect from Beech Hall School and Blenheim Schools?

The salary for this role will be commensurate with the appointee's experience and the seniority of the role.

- A beautiful school set in 16 acres of land, with a mix of traditional and modern teaching facilities
- Continuing professional development
- Twice-weekly morning staff briefings in which pupils are at the heart of our discussions
- Excellent transport links to both Manchester and London
- The opportunity to take part in the wider community of the school
- Receptive and supportive Senior Leadership Team and outstanding support from both Blenheim and Outcomes First's team of experienced Directors and other Leaders
- Friendly and supportive colleagues
- Open and positive working environment in which hard work and commitment are valued to the highest degree
- Free use of the school's multi-gym and swimming pool
- Lunch and tea/coffee
- On-site parking
- Company pension
- Fee remission

The Application Process, including deadlines:

A completed application, together with a covering letter demonstrating why you want this position, and why you would like to work at Beech Hall, should be submitted to the Headmaster's PA no later than 12 noon on **Wednesday 13th August 2025**.

Shortlisting will take place **ASAP** with interviews scheduled fo**r Thursday 21st August 2025.**

Phone: 01625 422192 - speak to Mr John Moran, Director of Finance and Operations
Email: jmoran@beechhallschool.org
Post: Beech Hall School, Beech Hall Drive, Macclesfield, Cheshire SK10 2EG

Please be aware that all shortlisted candidates will be subject to an online check, including social media.

Beech Hall School is an equal opportunities employer and values a diverse workforce; we welcome applications from all sections of the community.

LII (Year 5) Bridge Challenge
Design Brief
Design and build a bridge to span a gap of 60cm.
Your bridge must support a model truck and its
load and allow it to pass along the length of your
bridge. You will have to balance the cost of

Beech Hall School

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