



**St. John's  
College**



**Ambitious  
about Autism**

# Learning Support Worker

Job description, 2024

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## Job description

<b>Job title</b>	Learning Support Worker	<b>Team</b>	Education
<b>Job band</b>	<b>Salary: £23,469</b>	<b>Reporting to</b>	<b>Lead Learning Support Worker</b>
<b>Hours</b>	40 hours per week  Monday – Friday 8:30am – 4:30pm Term time only	<b>Line manages</b>	N/A

**Approved by: Head of Autism and Learner Support Team      Updated: May 2024**

### About St John's:

St. John's is a non-maintained specialist provision, working with autistic people, the majority of whom also have learning disabilities. Some of our learners have co-occurring conditions such as epilepsy, hearing or visual impairments, or mental health needs. We also support autistic learners who have an additional profile of Pathological Demand Avoidance (PDA) syndrome.

Each learner's curriculum is shaped by their individual strengths, interests, and challenges. St. John's is awarded with Autism Accreditation by the National Autistic Society (NAS). We support our learners to develop their skills in the NAS's four focus areas of:

- Difference in social communication and interaction
- Self-reliance and problem-solving
- Sensory
- Emotional Well-being

St. John's has an outstanding training package which ensures our learners are supported by a highly skilled staff team who respect their choices and lifestyle. We have high expectations for our learners, helping them to achieve success in their future lives.

### Role purpose

The role of Learning Support Worker is important in ensuring that the School and College meet the educational, social, emotional and physical needs of all Learners. St. John's aims to work on a 'team approach' but there are specific roles and responsibilities attached to this post.

Learning Support Worker look to promote the inclusion of all learners ensuring that they have equal access to opportunities and become as independent as possible.

### **Key accountabilities and dimensions**

- To provide effective learning support under the direction of a teacher (this may be to individual learners or small groups)
- To help prepare and provide learning resources and equipment used in the delivery of the curriculum
- Provide supervisory teaching cover – up to 10% of your contracted time
- Support the maintenance of an autism friendly environment
- Design and create visual resources relevant to learner need
- Work effectively as part of the multi-disciplinary team, to establish and maintain a stimulating learning environment, and to support the young person to access activities
- Implement individual learner risk assessments and behaviour support plans
- Support children and young people with personal care
- Establish and maintain safe working practices and environment in accordance with our health and safety procedures
- To assist in the assessment, monitoring, and tracking of learner's progression
- To support and manage behaviours that challenge
- Act as a key worker for learners and support the tutor in keeping documents up to date (risk assessment and behaviour support plans)
- To promote and maintain positive relationships with parents including providing a weekly report to parents on a learner's engagement and progress
- To protect all learners and colleagues from danger in accordance with our safeguarding policy
- To engage with and undertake relevant training
- Use a range of IT Management Information Systems (MIS)

### **Additional duties:**

- Demonstrate a continual commitment to safeguarding and promoting the welfare of children and young people.
- To uphold Ambitious about Autism policies to protect and safeguard pupils in order to secure their health, safety and wellbeing.
- Demonstrate a continual commitment to the promotion of diversity initiatives and the sharing of best practice in line with Ambitious about Autisms Equality, Diversity and

Inclusion policy and procedures.

- Ensure the highest degree of confidentiality and data protection of all materials
- Demonstrate the vision and values of Ambitious about Autism in everyday work and practice, upholding the ethos of challenge and support where all pupils/learners can reach their full potential and maximise their engagement in learning.

This job description forms part of your Terms and Conditions of Employment and should be kept with a copy of your contract.

All of the above is an outline Job description and may be subject to change, according to the needs of the service, in consultation with the post holder. This job description details only the main duties & responsibilities of the post, it is not intended as an exhaustive list

# Person specification

Role and band competencies	Essential
<b>Specific knowledge, experience and technical skills</b>	
1. Minimum C Grade in Maths and English Willingness to develop whilst in post	X
2. Relevant experience or commitment to working with autistic people and/or people with learning disabilities	X
3. Outstanding communication skills which allow open communication with children and young people with a range of needs	X
4. A willingness to develop an inclusive communication approach	X
5. A desire to work collaboratively with the wider team	X
6. Ability to provide a written handover of relevant information to colleagues and external agencies.	X
7. Excellent problem-solving skills	X
8. Ability to change and adapt to changing priorities.	X
9. Ability to observe a learner closely in their engagement and behaviours.	X
<b>Personal attributes</b>	
1. Commitment to working and supporting children and young people to become as independent as possible	X
2. Willingness to embrace, articulate, and work with St. John's objectives, visions, and values	X
3. Commitment to promoting and safeguarding the welfare of both learners and your colleagues at St. John's	X
4. Willingness to develop knowledge and understanding around behaviour and having a non-judgmental approach to Positive Behaviour Support	X
5. Commitment to learning and development	
6. Awareness of the importance of confidentiality	X
7. Good appreciation of health and safety in the workplace, data protection principles and equal opportunities.	X

Stage	Timescale
Closing date for applications	<b>TBC</b>
Candidates informed of outcome of application	<b>TBC</b>
Interviews	<b>TBC</b>

## How to apply

If you would like to find out more about this exciting opportunity, need any further information or wish to have an informal discussion please contact Ben Lowe, **Recruitment Manager** – [blowe@ambitiousaboutautism.org.uk](mailto:blowe@ambitiousaboutautism.org.uk)

### Equal opportunities monitoring

*Ambitious about Autism is fully committed to equality of opportunity and diversity and we warmly welcome applications from all suitably-qualified candidates. We welcome applications regardless of race, colour, nationality, ethnic or national origins, religion or belief, sex, sexual orientation, gender reassignment, marital or civil partner status, pregnancy or maternity, disability, or age. All applications will be considered solely on merit.*

*Ambitious about Autism is committed to safeguarding and promoting the welfare of children and young people and successful candidates will be subject to an Enhanced DBS check.*

# We are Ambitious about Autism

Ambitious about Autism is the national charity standing with autistic children and young people.

We believe every autistic child and young person has the right to be themselves and realise their ambitions.

We started as one school and have become a movement for change. We champion rights, campaign for change and create opportunities.

## Contact us

The Pears National Centre for Autism Education  
Woodside Avenue, London N10 3JA

☎ 020 8815 5444

✉ [info@ambitiousaboutautism.org.uk](mailto:info@ambitiousaboutautism.org.uk)

🌐 [ambitiousaboutautism.org.uk](http://ambitiousaboutautism.org.uk)

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Ambitious about Autism is a registered charity in England and Wales: 1063184 and a registered company: 03375255.

Ambitious about Autism Schools Trust is an exempt charity in