Hatton
Special School
Roding Lane South, Woodford Green, Essex, IG8 8EU
Tel: 020 8551 4131, e-mail: admin@hattonspecialschool.co.uk, website: www.hattonspecialschool.co.uk
Head teacher: Mr Chris Smaling

London Borough of Redbridge

'Lighting the fire of curiosity and inquiry in the minds of every pupil'

Post Held : Learning Support Assistant

Salary Scale: LBR4 starting at £27,855-£29,139 FTE (actual salary TERM TIME ONLY starting at £22,331- £23,360)
Hours: 34 hours / 44.2 weeks 8.30 to 4pm Monday to Thursday 8.30 – 3pm Friday

Reports to : Class Teacher / Headteacher

Main Professional Duties

- To work with class teachers to raise the learning and attainment of pupils
- To promote pupils' independence, self-esteem and social inclusion
- To give support to pupils, individually or in groups, so they can access the curriculum, take part in learning, and experience a sense of achievement

Tasks and Duties

- 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
- 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
- Use ICT skills to advance pupils' learning
- Undertake any other relevant duties given by the class teacher
- Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher
- Develop effective professional relationships with colleagues
- To form and maintain appropriate relationships with personal boundaries with children, parents and colleagues.

- 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

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IQM AWARD
HEALTHY SCHOOLS LONDON SILVER AWARD
ssat member
The Seven Kings Learning Partnership
Redbridge Education Partnership

- To participate in training and other learning activities and performance development as required.
- To uphold the values and ethos of the school to be PROUD (Professional, Respectful, Organised, Understanding and Dedicated) and contribute to the wider school community in Learning, Growing and Achieving Together.
- Demonstrating commitment to the school community including through good attendance and punctuality
- The above duties and responsibilities are not exclusive and you may be required to undertake further duties as may reasonably be expected within the grade and skills of the post holder.

Candidate description
Qualifications & Training
• Good standard of written and spoken English & Mathematics
Experience
• Experience of working or volunteering with / parenting children • Experience of working with young people with special educational needs
Knowledge and Skills
• Good ICT skills, particularly using ICT to support learning • Willingness to support children on a range of curriculum activities and therapies both in school and the local community • Ability to be flexible and work as part of a busy team • Ability to work positively and supportively with children who exhibit complex and difficult behaviours. • Ability to remain calm under pressure and respond constructively to unexpected situations • Ability to work under own initiative and support teachers by providing feedback on pupils' achievements • Able to deal with children's basic health and hygiene needs including personal care • Ability to work in line with school policies and ethos
Personal Qualities
• Good interpersonal skills and ability to liaise with parents/carers and professionals • Understand and demonstrate confidentiality • Willing to attend training / develop skills
Other Criteria
• A commitment to the safeguarding and welfare of all children and the ability to work within the school's Safeguarding Policy and procedures • An understanding of and commitment to Equality and Diversity • An understanding of and commitment to Health and Safety • Enhanced DBS check will be required for successful candidate
Desirable Criteria
Qualifications & Training
• First aid qualification
Experience
• Experience in a school environment • Experience of / training in : Team Teach PECS Principles of TEACCH Intensive Interaction • Experience of recording clear, precise observations of children.
Knowledge and Skills
• Willingness to drive the school minibus