



Part-Time One-to-One Learning Support Assistant

To start as soon as possible

The School

Davenies is a thriving IAPS day school for boys aged 4-13. Our ethos and philosophy enable the boys to make the most of their preparatory years, supported by high quality pastoral care, a broad and stimulating curriculum and numerous extra-curricular opportunities.

In our most recent inspection by the Independent Schools Inspectorate, Davenies met all of the compliance standards and was assessed as excellent for the headline judgements in the education quality report.

'The quality of pupils' academic and other achievements is excellent.'

Independent Schools Inspectorate, October 2019

Davenies has its own distinct character and from their earliest years children are encouraged to relish the learning experience.

We are committed to an education both in and out of the classroom, thereby enabling the academic, artistic, musical, creative and physical potential of each child to flourish. This school is a warm, caring and happy one, where self-esteem is nurtured and grown; we believe that by fostering a wide range of interests and passions we provide the boys with every opportunity to develop in confidence. Our high quality teachers have an excellent track record of preparing children for life at the country's leading senior schools and beyond.

Enterprises such as the unique Davenies Award Scheme and the permeation of technology in our teaching and learning ensure we offer a truly independent educational experience.

'Not only going from strength to strength but quietly moving from cosy local prep to major contender, especially if you want to keep all senior school options open. One for the list.'

The Good Schools Guide 2019

At Davenies, our outstanding facilities support us in providing a positive learning experience with our own language of learning that nurtures each boy's understanding of how he learns. Davenies' boys are polite and friendly with their own individual characters, personalities, passions and interests.

Aims of the School

Davenies' vision is to *engage, inspire and challenge*.

- By engaging, we develop curious, reflective and enthusiastic thinkers
- With inspiration, we nurture motivated and ambitious learners
- Through challenge, we cultivate courageous and determined characters



Part-Time One-to-One Learning Support Assistant Job Description & Person Specification



We are looking for an enthusiastic, empathetic and intuitive Part-Time One-to-One Learning Support Assistant with excellent communication skills to provide invaluable one-to-one support to an individual pupil in Year 6 who has an Education, Health and Care Plan (EHCP), helping him to access the curriculum and understand and complete tasks. This is a part-time position from 9:00am to 1:00pm, Monday to Friday (term-time only), commencing as soon as possible, once all required recruitment checks have been carried out satisfactorily. This is a fixed-term position until Thursday 09 July 2020.

Duties and Responsibilities

- To work under the overall direction of the Headmaster and to be accountable in the first instance to the Head of Learning Support
- To work one-to-one with an individual pupil within a designated form under the day to day direction of the Head of Learning Support or Subject Teacher
- To liaise and co-operate with parents, staff and others involved in the smooth, effective, safe and secure operation of the school
- To inform the Subject Teacher(s) or the Head of Learning Support of any significant observations or developments regarding the individual pupil
- To attend meetings between the staff of the school and the individual pupil's parents and to contribute to them

Qualifications, Training & Experience

- The Applicant should have previous experience of working with children; previous experience as a Teaching Assistant or Learning Support Assistant within a school environment is preferable
- The successful candidate will be required to complete child protection training online (arranged by the school) before they commence the role, where they have not already received training in the past two years

Competences and Qualities

- We are looking for an assistant who is an enthusiast
- The assistant should have a sense of humour and be approachable
- The candidate must assist the teacher in making learning enjoyable
- The assistant will be expected to encourage an atmosphere of mutual respect when dealing with boys, staff and parents
- The candidate has to be an excellent communicator – with children and adults alike
- The candidate must be able to work as part of the school's team
- The candidate has to enjoy working with children, to be able to form and maintain appropriate relationships and personal boundaries with children
- The ability to use ICT

The Department

Learning Support at Davenies is a whole-school resource – integral and cross-curricular.

Our small team of support teachers are not only specialists, but have additional expertise to enable them to adopt a whole-child approach and identify the underlying factors that may be preventing successful learning from taking place. Our support exists in class, in small groups and on a 1:1 basis.

Identification of a boy's strengths and difficulties informs all involved so that learning can be a positive experience. We require assessment and intervention from additional experts occasionally, but, in such cases, we have trusted contacts to whom we can refer parents. External assessment reports are summarised and the information shared with staff so that appropriate differentiation for additional learning can take place.

The Learning Support Department works closely with the English and Maths Departments to build key literacy and numeracy skills, but also with Pastoral Heads in order to add a different perspective to matters since there are many things that can affect a boy's behaviour or learning in school. Our friendly learning support team provides expert, practical and morale-boosting support to the boys in order that each child can learn and make progress.

Safeguarding

Child Protection is always a top priority at Davenies. Davenies is committed to providing the best possible care and education to its pupils and to safeguarding and promoting the welfare of children and young people whilst offering a supportive working environment to all its members of staff. The School recognises that, in order to achieve these aims, it is of fundamental importance to attract, recruit and retain staff of the highest calibre who share this commitment. Child protection screening applies to all staff appointments within the school, including Enhanced DBS Certificate, Barred Lists check, and checks against the Teacher and Management Prohibition Lists. For further information, please read the School's *Child Protection Policy* and *Recruitment Policy and Procedure* which are available on the School's [website](#).

How to Apply

To apply for this position, please submit a Davenies' Support Staff Application Form with a cover letter for the attention of the Headmaster via email: admin@davenies.co.uk or by post. Applications will be considered upon receipt and interviews arranged on an individual case basis. The selection process will include an interview with at least two senior members of staff, interaction with the individual pupil and prospective colleagues, and a tour of the School.

