1:1 Teaching Assistant (Junior School)

Deadline for applications: Friday, 10th November 2023 (Midday)
Interview date: Thursday, 16th November (Morning)
Hours: 18 hours per week, term time only, child specific
Salary: Competitive Salary – contact HMPA@rendcombcollege.org.uk for details
Start date: ASAP

To apply, please click the "quick apply" button on the job advert on TES and complete the application form.

Any queries, please contact Hannah Thompson on HMPA@rendcombcollege.org.uk
If you are unavailable at any particular time on the interview date, please send a separate email to Hannah, once you have applied.

Rendcomb College is seeking a friendly and adaptable person to work within the classroom with a specific child in Y2. The role requires experience of working with this age group and knowledge of working with children with additional educational needs.

Teaching Assistant

Rendcomb College requires an enthusiastic and dynamic part-time SEN Learning Support Assistant. The successful applicant will be able to support the teaching of the curriculum to one pupil within KS1 and to participate fully in the life of the school. They will be joining an experienced and very supportive department and will be expected to work with one student with Global Delay. The role is for 15 hours a week, spread across Mon-Weds. This post is a Fixed Term Contract, starting November 17th.

The Person

A capacity both to engage and show initiative in creating learning opportunities within KS1 is essential. The successful applicant will be committed to providing high-quality, effective, student-centred support and will be innovative and reflective, with a genuine interest in young people and how they learn.

All applicants who are short-listed for the post will be expected to support one pupil within a 15 - minute observed lesson as part of the assessment process.

The Department

The SEN Department is a successful and thriving department in a supportive school. The SEN Department consists of 2 full-time teachers and 2 part-time teachers. Due to the success of the department, it has expanded to offer further support for Study Skills, use of Assistive Technology and curriculum support for pupils with specific learning differences.

The department has a suite of four teaching rooms equipped with whiteboards and projectors.

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The Role

Main Functions: To assist in promoting the learning and personal development of the pupil to whom you are assigned, to enable them to make best use of the educational opportunities available to them.

1. To aid the pupil to learn as effectively as possible both in group situations and on his/her own by, for example:
   - Clarifying and explaining instructions
   - Ensuring the pupil is able to use equipment and materials provided including a knowledge of how to use IT – iPads and assistive technology
   - Motivating and encouraging the pupil(s) as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
   - Assisting in weaker areas, e.g. speech and language, reading, spelling, numeracy, handwriting/presentation etc
   - Using praise, commentary and assistance to encourage the pupil to concentrate and stay on task
   - Liaising with class teacher, SENCO and other professionals about My Plans, contributing to the planning and delivery as appropriate
   - Consistently and effectively implementing agreed behaviour management strategies
   - Helping to make appropriate resources to support the pupil

2. To establish supportive relationships with the pupil concerned
3. To support toileting skills
4. To promote the acceptance and inclusion of the pupils with SEN, encouraging pupils to interact with each other in an appropriate and acceptable manner
5. Monitor the pupil's response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
6. To give positive encouragement, feedback and praise to reinforce and sustain the pupil's efforts and develop self-reliance and self-esteem
7. To mark pupils' work under the direction of the class teacher
8. To support the pupil in developing social skills both in and out of the Classroom
9. To support the use of ICT in learning activities and with specific programmes to support learning
10. To provide regular feedback on the pupil's learning and behaviour to the teacher/SENCO, including feedback on the effectiveness of the behaviour strategies adopted
11. Under the direction of the teacher, carry out and report on systematic observations of pupils to gather evidence of their knowledge, understanding and skills upon which the teacher makes judgements about their stage of development
12. Where appropriate, to know and apply positive handling techniques
13. Where appropriate to develop a relationship to foster links between home and school, and to keep the school informed of relevant information
14. To be aware of confidential issues linked to home/pupil/teacher/school
15. To contribute towards reviews of the pupil's progress as appropriate
16. To take part in training activities offered by the school to further knowledge and skills of working with a child with specific learning difficulties
17. To accompany teacher and pupils on educational visits
18. To provide individual support, as required, during examination sessions
19. To carry out the above duties in accordance with the Education Department's Equal Opportunities Policy.

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The successful applicant will:

- Have GCSE English and Mathematics
- Committed to raising pupils' achievements through setting high standards and by promoting effective teaching and learning
- Able to work closely with colleagues and communicate effectively with teachers, parents, carers and other professionals
- A professional with vision, creativity, drive and enthusiasm who will contribute to the continued development of our school.
- Able to support pupils with a wide range of difficulties including ASD, Dyslexia, Dyspraxia

In addition, the successful applicant will:

- Have a passion to inspire pupils from 3-11 years of age and do whatever it takes to achieve success
- Have successful experience supporting pupils through the core subjects
- Have experience working with SEN primary children either in mainstream and/or special schools
- Have excellent interpersonal skills
- Have experience of raising standards in a challenging environment
- Have experience of supporting others
- Have excellent organisational skills and be experienced in establishing and maintaining good professional relationships
- Be willing to be involved in the extra-curricular life of the School
- Have exceptional communication skills/English language skills
- Have high levels of ICT skills with a comprehensive knowledge of assistive technology

Other

- Contribute significantly, where appropriate, to implementing departmental and workplace policies and practice;
- Contribute to the professional development of colleagues through coaching and mentoring, demonstrating effective practice, and providing advice and feedback;
- Promote collaboration and work effectively as a team member;
- Support enrichment and outreach programmes for the department.

Our Mission

Our mission is to develop **thoughtful**, **adventurous** and **ambitious** life-long learners with the confidence, character and skills to succeed in the ever-changing world after school. Our pupils have the freedom to experience, explore and enquire about the world around them. We aim to encourage independence and inclusivity in a safe, caring community and magnificent natural environment.

Our Values

Thoughtful –Rendcombians test the status quo and are encouraged to employ **critical thinking**. They are kind and **empathetic** towards all people, and are proud to celebrate their differences and individual traits. Through service, they connect to others, enabling individual and societal change for good.

Adventurous - Rendcombians are **courageous**.

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They embrace the adventure of school life, challenging themselves to broaden their experiences, and are brave in standing up for what is right. They enjoy being **creative** in their approach, seeking new ways to solve problems, and continually learn from trying.

Ambitious - Rendcombians are actively **curious** about the world around them and love to learn. They aspire to succeed through **perseverance**, whilst not being afraid to make mistakes. They seek to be the best version of themselves they can be.

The School

Rendcomb College is a successful co-educational HMC day and boarding school in the Cotswolds and this is a wonderful opportunity for a dynamic and inspirational candidate to join the College at an exciting time of change. We were shortlisted for 2 awards at the TES Independent School Awards 2021, namely the prestigious Boarding School of the Year award and also the Community Initiative of the Year award. Last year the College was inspected by the Independent Schools Inspectorate and achieved 'excellent' in both pupils' personal development and pupils' academic development and achievement.

Rendcomb College was founded in 1920 by Frederick Noel Hamilton Wills, whose family have maintained an active part of the school including significant financial endowment and governance. While the school has just celebrated its centenary, we maintain a vision and ethos that remains true to Wills' original values of providing an inclusive and broad-ranging education for our pupils. Rendcomb has evolved, developed and grown over the years and is now a thriving co-educational day and boarding School for 3-18 year olds totalling some 400 pupils.

The College owns some 200 acres of land including the Deer Park and the "Wilderness" which is home to our Forest School and an integral part of our Outdoor Education provision in the Junior School. The College's ten acres of pitches benefit from far-reaching and astounding views. An open air swimming pool lies next to the College buildings. The school boasts four new hard surface tennis courts, gym, all weather astro-turf and sports hall; all of these facilities are used by Junior and Senior School pupils. Recent whole college developments include a state of the art Performing Arts Centre at the heart of the campus, new 6th Form Centre and Junior Day and Boarding House.

All staff are expected to

- Develop and maintain professional, productive relationships with all members of staff within the School.
- Commit to professional development through participation in the School's CPD events and training appropriate to the job role.
- Comply with and promote the School's Safeguarding (including Prevent), Data Protection and Health and Safety policies and procedures and to undertake training as and when necessary.
- Work towards and support the school vision and ethos.
- Support and contribute to the school's responsibility for safeguarding pupils.
- Work within the school's health and safety policy to ensure a safe working environment for staff, students and visitors.
- Be aware and support equality, diversity and inclusivity and demonstrate these principles in all aspects of work.
- Undertake any other reasonable duties required that are related to the job from time to time.

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Variation to this Job Description

This is a description of the job as it is at present, and is current at the date of issue. The job description will be renewed and updated as necessary to ensure that appropriate revisions are incorporated, and that it relates to the job to be performed. This process would be conducted through consultation. You are expected to participate fully in the College's programme of Professional Development and Review (PDR).

Disclosure

Rendcomb College is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). *Rendcomb College is an equal opportunities employer*

	Essential	Desirable	Method of Assessment
Qualifications	• GCSE English and Maths	• Level 2 Certificate in Supporting teaching and Learning • Qualification in related childcare area	- Review of applicant's certificates
Skills	• Ability to challenge and engage pupils • Strong planning and organisation skills • Effective communication skills with a proven ability to build a positive and collaborative rapport with pupils, parents and staff alike • Excellent presentation skills • IT and administrative skills • Desire to improve personal and departmental standards Some understanding and awareness of children with SEND	• Experience of working with children	- Contents of the Application Form - Interview - Observation - Professional references
Knowledge and Experience	• Advocate of modern teaching and learning methods including the use of ICT and mobile technology • Knowledge of observation techniques	• Experience of working within a school setting	- Contents of the Application Form - Interview - Observation - Professional references

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	Essential	Desirable	Method of Assessment
Personal competencies and qualities	• Motivation to work with young people in the classroom • Willingness to play an active role in the general life of the school • Excellent teamwork skills • Ability to work under direction but also use initiative as the situation demands • Patience • A positive, cheerful, 'can do' attitude • An appreciation of the aims and ethos of Rendcomb College School	• Ability to maintain a consistent and fair approach to classroom management • Ability to form and maintain appropriate relationships with young people	- Contents of the Application Form - Interview - Observed support lesson - Professional references