

About us!

Riverbank Academy is an outstanding school. Riverbank is co-located with Ernesford Grange Secondary school. Both schools run as one learning community with separate identities in a brand new, state of the art building.



Riverbank has embraced becoming a generic school catering for 164 students with needs ranging from profound and multiple, severe and moderate learning difficulties (PMLD, SLD and MLD). This opens many professional development opportunities for our staff, allowing them to apply a range of new skills in a fully inclusive setting.

We are looking for a committed and enthusiastic specialist learning support assistant. **We welcome all applicants, including those from primary, secondary, mainstream and special school backgrounds.**



Our Vision at Riverbank

Our vision is for all students to make exceptional progress and to lead happy and fulfilled lives.



What's on offer?

- Working as part of an experienced, supportive and motivated team
- Brand new building
- Exciting CPD opportunities
- Access to a fully inclusive curriculum within a special and mainstream context
- Sensory garden, Hydrotherapy, Physiotherapy Medical and sensory rooms
- Speech and language therapy room
- 100% attendance day
- School iPad or Laptop
- Secondment opportunities to the middle and senior leadership teams
- Additional payment for Staff that attend residential trips on a Saturday and/or Sunday
- Cycle to Work Scheme
- Free fruit in our staffroom!
- Wellbeing Wednesdays (15 free fitness sessions a year led by a professional instructor)



**Specialist Learning Support Assistant Grade 4
(Full time)**

HOURS: 37 hours per week – Term time only plus 5 training days
Monday to Friday 8.30 a.m. to 4.30 p.m. (4.00 finish Friday)

SALARY: £16,562 - £19,405 (pro rata)

JOB PURPOSE:

- To **plan and implement** agreed interventions with individuals/groups, in or out of the classroom. Learning programmes may include numeracy, literacy, social skills and other **personalised SEN learning programmes**
- To **deliver programmes of support** to smaller groups with minimal supervision.
- To **monitor and record** the pupil's responses to learning activities through **formal observations** and **planned recording of achievement and progress**
- To use **specialist curricular/learning/skills/training to support pupils**
- **Cover lessons** in the **short term** absence of a teacher
- Under the guidance of the school nurse **support students in their medical care**
- Under the guidance of an identified teacher support in the **organisation and development** of a **specific SEND or subject area**

DESCRIPTION OF DUTIES AND RESPONSIBILITIES:**Learning Support Assistant**

1. To develop an understanding of the special educational needs of the student/s concerned
2. To take into account the student/s' special needs and ensure their access to the lesson and its content through formal observation, clarification, explanation, equipment and highly differentiated materials
3. To build and maintain successful relationships with students, treat them consistently, with respect, dignity and consideration.
4. To strive towards the development of independent learning for our students
5. To support and facilitate the reinforcement of learning
6. To assist students with physical needs, both in and out of the classroom
7. To help students record work through careful planning in ways appropriate to their needs and level
8. To take an active role in the assessment of Student Support Plans and targets

9. To inspire positive attitudes, developing self belief and building motivation
10. To model good practice in effective learning to keep students on task
11. To contribute towards the rewards system, capturing students being successful
12. To have formal and informal meetings with teachers to contribute to planning lessons/activities
13. To deliver programmes of support to smaller groups with minimal supervision and to monitor, evidence and record its success.
14. To support in the preparation of materials and resources that can reach a variety of students of different levels of ability.
15. To prepare students beforehand for a task
16. To apply total communication and other strategies that support and develop understanding
17. To create and implement differentiated activities with identified groups
18. To take an active role in delivering practical tasks
19. To monitor and record the pupils responses to learning activities through formal observations and planned recording of achievement and progress
20. To work as part of the team in relation to individual students, liaising, advising and consulting where appropriate
21. To support implementation of school policies and procedures, including those relating to confidentiality and behaviour
22. To identify personal training needs and to attend appropriate internal and external in-service training.
23. Provide support to a form tutor as a co-tutor
24. Encourage students to interact and work co-operatively with others and engage all students in activities.
25. Play an active role in the support of positive behaviour management of students both in and out of the classroom, reporting issues as appropriate.
26. To develop communications with parents, both written and verbal
27. Support in the examinations arrangements acting as a reader, prompt or scribe.

28. To undertake duties each week as outlined on the schools duty rota
29. To embrace and adopt our 10 Professional Core Standards and seek to develop your skills, qualities and practice within this structure so that you can better serve our students.

In addition, any other tasks as directed by the Head Teacher which fall within the range of the post.

David Lisowski, October 2018

PERSONNEL SPECIFICATION

HOURS: 37 hours per week – Term time only plus 5 training days

Monday to Friday 8.30 a.m. to 4.30p.m. (4.00pm finish on Friday)

ATTRIBUTES	REQUIREMENTS
QUALIFICATION	➤ A desire to continue to improve literacy, numeracy and ICT skills, with Grade C achieved in English and Maths and qualification to A level (AS/A level) standard.
KNOWLEDGE And UNDERSTANDING	<ul style="list-style-type: none"> ➤ Of the needs and characteristics of young people with complex SEND ➤ Of what constitutes positive behaviour management ➤ Of the importance of positive role models for young people ➤ Of strategies, including literacy, numeracy, ICT, independent learning, special educational needs and anti-racism to ensure the effective engagement of our students in learning ➤ Of equal opportunities and anti-discriminatory practice in the context of the school community
SKILLS And ABILITIES	<ul style="list-style-type: none"> ➤ Approachable and intuitive ➤ To communicate effectively – verbal and written - with students, staff and parents ➤ To apply specialist skills to supporting in meeting the needs of complex SEND ➤ To motivate and encourage students to work co-operatively ➤ To establish and maintain good professional relationships with adults and young people and to deal with difficult situations sensitively ➤ To be a team player ➤ To demonstrate relationship building outside of the classroom ➤ To adopt total communication techniques and develop them sufficiently to reach out to all of our students
ATTITUDES And VALUES	<ul style="list-style-type: none"> ➤ High expectations of personal performance and of pupils' success ➤ Commitment to build upon your own learning through our structures ➤ A belief in meeting the needs of the whole child
EXPERIENCE	<ul style="list-style-type: none"> ➤ Of working with groups of young people with complex SEND, preferably of secondary age ➤ Of resolving problems and handling challenging situations ➤ Of managing behaviour effectively ➤ An EXCELLENT attendance record
SPECIAL REQUIREMENTS	➤ This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment

All employees of Riverbank Academy are required to comply with the School Equal Opportunities Policy when undertaking the duties of their job.

David Lisowski



Riverbank Academy
Princethorpe Way
Ernesford Grange
Coventry
CV3 2QD

How to apply

If you are ambitious for yourself and want to be part of a great team at this really exciting time then we would like to meet you. Please complete the attached application form and send it electronically to: headteacher@riverbankacademy.org.uk [no hard copies to be sent in the post].

The closing date for this post: Thursday 12th December 2019. 12:00pm

Interview: TBC

If you would like further information or to discuss the post in more detail then please contact:

dulisowski@riverbankacademy.org.uk

We look forward to receiving your completed application form.