



Mill Hill International

For pupils aged 13 - 18
Instilling values, inspiring minds

CANDIDATE INFORMATION PACK

LEARNING SUPPORT ASSISTANT



Mill Hill International. A part of the Mill Hill Education Group.



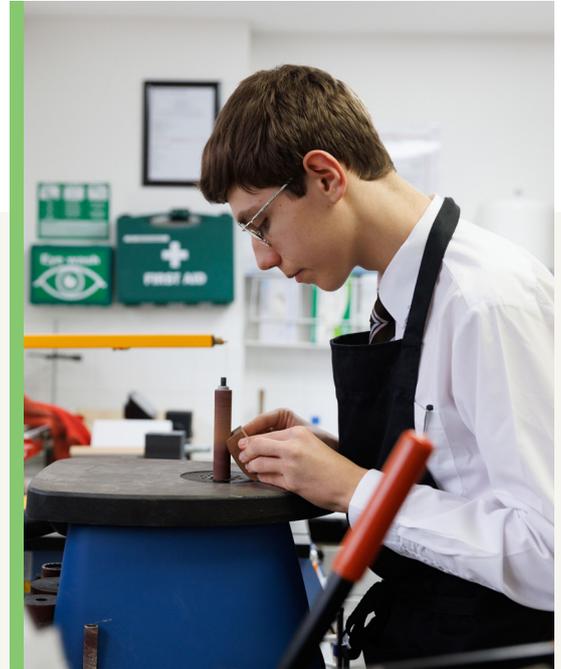


JOB DESCRIPTION

WE ARE LOOKING FOR AN ENTHUSIASTIC LEARNING SUPPORT ASSISTANT TO PROVIDE IN-CLASS SUPPORT FOR A YEAR 9 PUPIL ON THE LEARNING SUPPORT REGISTER.

At Mill Hill International, we strongly believe that having a learning difficulty or disability should not be a barrier to achievement and therefore, the learning support department works closely with teachers and department heads to ensure the best outcomes for all our pupils.

The Learning Support Assistant reports to the Assistant Head (EAL) and liaises with the Learning Support Teacher and class teachers. The role is to provide support for a new pupil at the school who is arriving with an EHCP. This pupil has cognitive and language difficulties as well as social communication difficulties which impact his ability to access the curriculum fully and to communicate effectively. He is a native speaker of English.



Key areas of responsibility:

- To provide in-class support for a Year 9 pupil arriving with an EHCP
- To liaise with the Head of Learning Support and Learning Support teacher to provide feedback on progress
- To liaise with class teachers regarding support
- To actively work to support the pupil and to provide general support when appropriate
- Liaise with parents to provide feedback on progress
- Contribute to reports and formal reviews when necessary, in conjunction with the Head of Learning Support and Learning Support Teacher



PERSON SPECIFICATION

The candidate will be expected to have:

- Awareness, understanding and, ideally, experience of issues relating to safeguarding the health, welfare and safety of children
- High personal and professional standards
- Positive working relationships with colleagues and the ability to work both independently as a member of a wider team
- Excellent time management and organisational skills
- The ability to take responsibility and show initiative
- The ability to form and maintain appropriate relationships with young people
- A positive attitude to supporting good behaviour in the classroom

It is desirable that the candidate has:

- Experience of working with pupils with cognitive and language difficulties is desirable
- An understanding of EAL as well as SEND

“Pupils are appreciative of the lengths staff go to in providing support for them, such as the lunchtime clinics.”

ISI Inspection Report January 2024



THE SCHOOL

Mill Hill International

Opened in September 2015, Mill Hill International is a co-educational boarding and day school for international pupils aged between 13 and 17. The School offers a traditional British education and academic curriculum up to GCSE/IGCSE with specialist EAL teaching.

Mill Hill International has a refurbished campus with modern facilities centred on a historic building dating from 1875. Formerly a girls' school, The Mount School merged with Mill Hill School in 2014 to become Mill Hill International.

We are a short walk from Mill Hill School, which sits in 120 acres of magnificent parkland on the edge of the North London Green Belt, providing a wonderful environment in which to work.

Pupils come to Mill Hill International from a wide variety of cultural backgrounds and pupils are highly committed to their academic studies. Boarding is central to our sense of community and pupils at Mill Hill International board alongside their peers at Mill Hill School. We also have a fully integrated co-curricular and Games programme with our aim being that each pupil can explore new interests and build new skills.

“
The school celebrates its diversity and encourages pupils to be self-aware.”

ISI Inspection Report January 2024

A part of the Mill Hill Education Group

A charitable collection of independent schools. Its aims of instilling values and inspiring minds has been a key focus since the founding of Mill Hill School. All schools share an educational philosophy around developing thoughtful and responsible pupils with a global outlook. School life combines academic rigour with a breadth of opportunities to develop young people able to flourish in an ever-changing world.



HOW TO APPLY

KEY DATES

APPLICATION DEADLINE: 9:00AM ON TUESDAY 24 JUNE 2025

Please note that we are unable to accept applications unless they are made on our own application form. Due to the number of applications the School receives, please be aware that only shortlisted candidates will be contacted to be invited for an interview.

The Mill Hill Education Group reserves the right to interview candidates ahead of the closing date and applications will be considered as they are received.

The Mill Hill Education Group is committed to safeguarding the welfare of children. As part of our Recruitment Checks, the appointed candidate will be subject to a Social Media and Enhanced DBS Check. The schools apply for an Enhanced Disclosure from the Disclosure and Barring Service (DBS) for all positions at the schools which amount to regulated activity. The role you are applying for meets the legal definition of regulated activity with children.

If you are successful in your application you will be required to complete a DBS Disclosure Application Form. Employment with the schools is conditional upon the schools being satisfied with the result of the Enhanced DBS Disclosure. Any criminal records information that is disclosed to the schools will be handled in accordance with any guidance and/or code of practice published by the DBS. It is an offence for person barred from working with children to apply for this post.

The Mill Hill Education Group is committed to Equal Opportunities and welcomes applications from all sections of the community.

Successful applicants will also be expected to keep up to date with annual safeguarding training, DfE guidance and School specific safeguarding information.

If this new opportunity sparks your enthusiasm and you wish to be part of our wonderful team, seize the moment and click the button to complete your Application Form.

APPLY



Mill Hill International

INSTILLING
VALUES
INSPIRING
MINDS

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