



Mount Scopus Memorial College

בית הספר הר הצופים

Position Description

Position:	Integration Aide (Primary School)
Industrial Instrument:	Mount Scopus Memorial College and Gandel Besen House School Assistants Staff Workplace Agreement 2017
Position Grade:	Grade 1
Where Applicable:	Gandel Besen House Campus Fink Karp Ivany Discovery Centre Smorgon Family Primary School
Employment Status:	Part-time
Tenure:	Fixed Term Replacement Position
Responsible to:	Campus Coordinator - SFPS Aide Coordinator - SFPS

Our Mission

The mission of Mount Scopus Memorial College is to provide each student with an education and an environment that

- promotes excellence in learning and academic achievement by means of inquiry and critical thinking and by creating a desire for lifelong learning
- develops the student's whole personality by offering a wide range of activities, inside and outside of the classroom
- provides Jewish learning, values and experiences, within a Modern Orthodox and Zionist framework, that enable each student to make an informed choice as to the meaning of their Jewish identity
- engenders values, knowledge and skills so that students can play their full part in their communities as members of the College, as Jews, as Australians and as citizens of the world.

Learning Principles

- We learn in different ways, depending on abilities, preferences and interests.
- Learning takes place through inquiry: questioning, exploring, experimenting and problem solving.
- Learning includes acquisition of skills and knowledge, constructing meaning and transfer to different contexts.
- Learning is active and social and is enhanced by collaboration and interaction.
- Learners need to feel secure, valued and able to take risks.

- Learning needs to be challenging, meaningful, purposeful and engaging.
- Learning includes metacognition and reflection, which support learners to take ownership of their learning.

The Role of the Integration Aide:

The Integration Aide will support learning and encourage learners, guided by classroom teachers.

- Work cooperatively and professionally with students, teachers and Student Services
- Develop an understanding of student needs and individual programs operating for a student
- Work with individual and/ or small groups of students
- Assist student/s to develop their ability to interact with their peers
- At all times work to promote the self-esteem of the student/s
- Assist the student/s to improve their organisational skills
- Maintain records on student needs, accommodations provided and progress across a range of subject areas
- Implement the necessary adjustments and modifications for the student to access learning based on guidance from the teachers
- Encourage and support students to do as much as they can for themselves so that they do not become over-reliant on support
- Assist students by implementing modified learning programs
- Attend excursions and camps
- Maintain confidentiality of information
- Attend meetings as required
- Provide one on one support where required
- Scaffold learning in small groups where required

Child Safety

- Understands and applies the College Child Safety policies and procedures by identifying and addressing risks, identifying child abuse indicators, management of disclosures, reporting, including mandatory reporting and complying with all College policies governing the relationship between students and College staff
- Engages in child safe behaviour by maintaining good order and discipline among the students

Interactions with children

- Ensure that the dignity and the rights of every child are maintained at all times.
- Ensure respectful relationships are developed and maintained with each child.
- Ensure interactions with children are warm and responsive. Build trusting relationships.
- Ensure each child is supported to feel safe and secure.
- Assist children to interact with others with care, empathy and respect .

Learning

Under guidance from the classroom teachers...

- Respond to children's interests by encouraging their questions and inquiries.
- Listen to children's learning conversations and document thinking and questions.
- Confer with individuals to prompt learning to the next step.

- Listen and support reading, as required.
- Assist with small group learning.
- Support students during outside play.
- Support students in working collaboratively with others
- Assist with one on one learning

Essential behaviours

- Display professional conduct
- Display a positive image of the child.
- Follow directions and guidelines from classroom teachers.
- Ensure that actions adhere to the school's learning principles.
- Ensure parental concerns are immediately referred to the classroom teacher.
- Be part of the school community and aware of what is happening, through email/meetings.
- Ensure confidentiality of all students at all times is upheld.
- Participate in tailored professional learning.

Relationships:

- Ensure all interactions convey mutual respect, equity and recognition of each other's strengths and skills.
- Is not to offer an educational evaluation or advice to parents of the College.
- Inform teachers if they have any concerns
- Work collaboratively as part of a team.
- Document any support of students

Other responsibilities

- Attending all in-service programmes as required.

Print Name: _____

Signed: _____

Date: _____