



Beachborough

Candidate Brief for two posts of 1:1 Learning Support Assistant

(1:1 provision for pupil with Educational, Health & Care (EHC) Plans)

Beachborough is a leading co-educational Independent Preparatory school located on the borders of Buckinghamshire, Oxfordshire, and Northamptonshire. With a current pupil roll of 401 children from 2 ½ to 13 years of age and strong waiting lists for places, our school is in great shape with very exciting plans for future development.

We are currently seeking to appoint **two** experienced and enthusiastic 1:1 Learning Support Assistants to join our happy and committed team.

Set in an idyllic location, our excellent facilities and small classes provide opportunities for lots of active and creative learning. Our children sparkle, skipping into school every day motivated and eager to learn.

The successful candidates will demonstrate a desire to contribute to the life of our busy and friendly school. The roles are **part time** during term time, plus INSET days.

We encourage individuality in an environment which supports every child and provides opportunities for children to thrive. With small class sizes and a well-resourced school, you will be joining a supportive, forward-thinking team who are committed and passionate about educating young people. There are excellent opportunities for professional development linked to your personal ambitions and moving the school forward.

Therefore:

- Are you ready for a new and exciting adventure?
- Are you looking for a new challenge as a Learning Support Assistant in a thriving Preparatory School for children from 2 ½ to 13 years of age?
- Are you a caring, positive, fun, energetic and professional individual with lots of initiative and ideas?
- Can you motivate, inspire and lead children in an environment of high support, challenge, care, and reward?
- Are you hungry to make a 'real difference' in the future lives of children?
- Are you looking for an exciting opportunity that will be professionally invigorating, challenging, and rewarding?
- Are you interested in the development of children as 'world ready' learners and global citizens?

General Role:

- To be responsible for the education and welfare of the child under your care in accordance with the requirements of the Conditions of Employment of School Teachers, having regard to the values and mission statement of Beachborough School and implementing the policies as laid down by the Head and Governing Body.
- To share in the corporate responsibility for the discipline, wellbeing, and pastoral care of all pupils, including Prevent Duty.

- It is the responsibility of all staff to be able to source, understand and apply all school policies appertaining to their position.
- The successful candidate will be line managed by the Head of Learning Success.

Specific:

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| In relation to pupils | <ul style="list-style-type: none"> • To support named pupil to access the curriculum and lesson content through provision of appropriate clarification, explanations, modelling, equipment, and materials. • To support named pupil social and emotional development. • To provide additional input (e.g., withdrawal 1:1 or of small groups) where appropriate, delivering intervention programmes, providing pre-teaching, reinforcing learning, or developing study skills. • To support named pupil in improving motivation, confidence, and self-esteem. • To prepare equipment and resources to support named pupil in line with their EHCP/ outcomes and short-term targets. • To deliver specific programmes as advised by specialist/ other agencies involved with named pupil (e.g., Physiotherapy, Occupational Therapy, Speech & Language Therapy, Behavioural Optometry, Vision Therapy). • To support named pupils at school events, on trips and at sporting fixtures. • Under the guidance of the Head of Learning Success, maintain SEND records pertaining to named pupil. |
| In relation to teachers | <ul style="list-style-type: none"> • To advise staff about named pupil specific SEND needs, identifying potential barriers, and suggesting strategies and resources. • To participate in formal and informal meetings with teachers and parents to contribute to lesson planning. • To support teachers in implementing specific teaching programmes. • To carry out assessments and observations, and feedback outcomes. • To work pro-actively with all other members of staff to ensure the care and safety of all children. |
| In relation to the whole school | <ul style="list-style-type: none"> • To attend staff meetings, as directed. • To support implementation of school policies and procedures, including those relating to confidentiality and behaviour. • To identify personal training needs and to attend appropriate internal and external in-service training. |

Supervision Arrangements:

- Observation of classroom support/additional input work by the Head of Learning Success.
- Class teacher and Head of Learning Success will arrange regular catch-up meetings.

Personal & Professional Qualities:

| | Essential | Desirable |
|------------------------------------|--|--|
| Qualifications and training | <ul style="list-style-type: none"> • A good basic education to GCSE level in English and Maths, or the equivalent. • A willingness to undertake further training. • Experience with supporting children on SEND support. • Experience of working with a child with Speech and Language difficulties. | <ul style="list-style-type: none"> • Further relevant qualifications (e.g., SEND Qualifications; specific training relating to learning difficulties and/ or disabilities) eg: occupational therapy and speech & language |
| Experience | <ul style="list-style-type: none"> • Experience of working with children. • Experience of working with children with SEND. • Experience of working with children with Speech and Language Difficulties • Awareness of ECHP/Annual Review process | <ul style="list-style-type: none"> • Experience of working with children in an educational environment. |
| Knowledge & Skills | <ul style="list-style-type: none"> • The ability to relate well to children and adults and establish positive relationships. • Good communication skills (verbal and written). • An commitment to inclusion and equality, especially within a school setting. • The ability to utilise strategies to support pupils in achieving learning goals. • A basic understanding of child development and learning processes. • An understanding of policy/legislation relating to safeguarding and health and safety. • Experience supporting children alongside external SALT and OT professionals. | <ul style="list-style-type: none"> • A working knowledge and experience of implementing the National Curriculum and other relevant learning programmes. • A working knowledge of positive behaviour management strategies. • A working knowledge of relevant policies and legislation (e.g., safeguarding). |
| Attitudes | <ul style="list-style-type: none"> • A positive approach and the ability to encourage and enthuse. • Flexibility and adaptability. • A willingness to reflect, review and see things from new angles. • A sense of humour. • Good use of own initiative and the ability to work as part of a team. • Effective time management. • Patience and the ability to be calm under pressure. • A commitment to personal and professional development. • Positive relations with parents – ability to communicate sensitively. | |

Terms and Conditions:

- Two roles available:
Role 1 - 17.5hours per week (work pattern to be agreed – possibly 3 days a week – not Wednesdays), Term Time Only (plus INSET days).
Role 2 – 16 hrs a week (work pattern to be agreed – possibly mornings only - 4 days a week), Term Time Only (plus INSET days).
- These are fixed term (whilst both children are at Beachborough), term time contract only.

General notes:

Applicants must be willing to undergo all necessary pre-employment checks. Full details are given on the application form. Remuneration for the post will be discussed at interview.

Equal opportunities:

Beachborough School is an equal opportunities employer and welcomes applications from appropriately qualified persons regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability, or age. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment.

In accordance with the Disability Discrimination Act, Beachborough School seeks to treat those with disabilities as favourably as those without disabilities. It will make reasonable arrangements, wherever practicable, to avoid putting those with disabilities at a disadvantage.