

# achieving **Success** for all



Candidate Pack  
**Specialist Learning  
Support Assistant**  
January 2021





## WELCOME

Thank you for your interest in the post of Specialist Learning Support Assistant currently advertised at Churchdown. I thought it would be useful if I gave you a personal perspective of our unique school to help you to decide if this role is the right opportunity for you - a role where you would be happy, thrive and make a valuable contribution to our community.

Churchdown never stands still. We are always seeking to improve and refine our offer to the students and staff here. Each year we continue to make progress, and this is down to the skills and attitudes of our colleagues and their relentless focus on self-improvement. Our impressive Progress 8 score helps illustrate the impact of our combined efforts and the doors we have opened for our students. However, we are always looking forward and acknowledge as a school that it is about the students of now and the exceptional educational provision and care we put in place every lesson, every day. As a result of this relentless approach to school improvement we are seeking to appoint a dynamic and inspirational practitioner to help take our school to the next stage.

Regardless of the position of responsibility we hold at Churchdown, all the staff are responsible for inspiring and encouraging those we work with; first and foremost, the students. Our goal is based not on focussing on what's standing in our way; it is about taking steps that will be positive and that will have a lasting effect on everyone around us. Collective actions from all of us are carried out with excellence every day for our students. As a result, we provide a school that allows every student to achieve far beyond what they even dreamt was possible.

Our students deserve the best and proudly I can say as headteacher that we aspire to give the best for our students. I know this because in our school are people who will care for them; want the best for them; will not allow them to fail; will make them feel part of something by calling them by their name and asking if they are ok today; help them succeed; provide a place where they can do their best and allow them to see a life they didn't know existed. Could that someone be you?

I hope this is an insight which inspires you to apply for the post of Specialist Learning Support Assistant. Please do call the school to speak with me so you can decide if Churchdown really is a place you can develop your career. It would be my pleasure to tell you more about our school, discuss this role and find out more about you.

David Potter

Headteacher



## Our School Mission and Purpose

**Our mission is to be a school where student development and learning are at the centre of everything we do. Students are expected to strive for personal excellence and demonstrate a commitment to learning as they fulfil their potential. Our community is a nurturing and caring one where students are encouraged to show compassion, friendship and support towards one another. We aim to provide an education which is fully inclusive, where every child is valued for who they are and who they can become.**

**At Churchdown School the education we provide is guided by values of *integrity, resilience, respect, ambition* and *friendship*. These values are particularly important to us as we develop the students into lifelong learners and prepare them for a life beyond school.**



# Working at Churchdown

## School Curriculum

We believe in every student's right to a broad and balanced curriculum which allows them to be culturally rich, curious and accomplished individuals, with the ambition and opportunities to shine in adult life.

We take every opportunity to ensure that all students, regardless of ability, make the best progress possible and achieve the highest possible standards in subjects and qualifications. We strive to narrow the gaps in achievement and enable those not achieving age-related expectations to catch up with their peers.

## Curriculum Organisation

We deliver the National Curriculum to all students at 11-16 to develop a broad and balanced diet of learning. At Key Stage 3 (Years 7 - 9) the school curriculum consists of core subjects: English, mathematics, science; and non-core subjects: modern foreign languages, design technology, ICT, history, geography, art, music, drama and physical education; PSHE (including sex education) and learn to learn.

At Key Stage 4 (Years 10 – 11) the school curriculum consists of compulsory subjects: English language and English literature, mathematics, science and physical education and a broad range of academic and vocational courses leading to external qualifications. In Key Stage 4 the students also take part in prep lessons that are used for focussed independent study. At Key Stage 5 (Sixth Form) the school curriculum consists of a broad range of courses leading to external qualifications.



## **Teaching and Learning**

This is what we are all about! We pride ourselves in having the highest expectations and, collectively, we constantly strive to provide excellent opportunities and fantastic progress for all of our students, regardless of ability. Furthermore, we recognise that students excel when lessons are positive, relevant and stimulating, and these expectations are only possible when there are high quality relationships between staff and students.

As our aim is to provide our students with the highest quality of teaching and learning in every lesson, this is the focus of all our energies. As a school we do everything in our ability to support each member of staff to achieve excellence. We provide training, support and guidance so that everyone has a clear understanding of what outstanding learning looks like, and more importantly, the tips and strategies to help facilitate this.

Successful schools operate an 'open door' policy with regard to the experiences which take place throughout the school day. Visible leadership from all members of the school leadership team is paramount to supporting every member of staff to provide our students with an exceptional experience at Churchdown. Consequently, lessons are visited on a regular basis. The purpose of this is to provide opportunities to see/share good practice and to fully support staff.

## **Working as part of the Learning Support Department**

Applications are sought from enthusiastic, caring and dedicated individuals committed to helping young people of all abilities to aim high and reach their full potential. The Learning Support Department at Churchdown School is a well-established and dynamic team comprising of teachers and learning support assistants who share a passion for enabling young people discover their strengths and thrive. We support students in all areas of the school curriculum with all aspects of their learning, as well as providing opportunities for them to develop their social skills and emotional well-being.

## **Our Commitment to Your Career**

The Learning Support Department has a strong culture of sharing good practice and supporting each other. There are regular opportunities for training and professional development within the department, the wider school context and further afield. As well as meeting regularly as a team to maintain and enhance our key skills and knowledge, we also seek to develop the skills, interests and talents of individual staff. Currently, we offer an extensive online training programme in conjunction with the Virtual School, as well as opportunities to attend external courses and take advantage of the whole school's CPD programme. Ultimately, we recognise that great schools 'look after' their staff and it is without a doubt a key priority to ensure that we challenge and support staff in a nurturing environment to be the best they can be.

# JOB DESCRIPTION AND CONTRACT DETAILS

## JOB TITLE

Specialist Learning Support Assistant for English

## SALARY SCALE

Spinal Column Point (SCP) 21 to 25: £21,749 - £24,491 (pro rata – 32.5 hours per week, term time only)

## LINE MANAGER

Head of Learning Support

## RESPONSIBILITIES

- Supporting students in class, especially English lessons, who have a range of special educational needs
- Assisting in the delivery of specific literacy and English catch-up programmes to small groups of students
- Mentoring individual students and planning individualised strategies for students with literacy and learning difficulties
- Maintaining strong links between the Learning Support and English departments
- Assisting with the planning and running of clubs, such as homework club
- Sharing good practice with teachers and other members of the team

## PERSONAL SPECIFICATION

### Essential qualities are:

- Adaptability, creativity and good humour
- Ability to work as part of a team and share good practice
- Excellent communication skills
- A positive, empathic approach to responding to children's needs
- Relevant experience of working with young people
- Some knowledge of the key stage 3 and 4 English curriculum
- Understanding of literacy and learning difficulties
- Excellent levels of literacy
- Competent ICT skills

### Desirable qualities are:

- Excellent knowledge of the KS3 and KS4 English curriculum
- Experience of delivering literacy interventions and supporting students in the classroom
- Knowledge and experience of working with young people with literacy and learning difficulties
- Knowledge of current practice in SEN D
- Relevant qualifications and training

Employment is subject to a satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS). Churchdown School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We welcome applications from all sections of the community irrespective of race, gender, sexual orientation, disability, religion or age.

