



Caldew School

Job description

Job Title: Specialist SEN TA

Scale: PCD7

Hours: 32.5 per week (Term Time)

Job Purpose:

- To develop and maintain effective and supportive mentoring relationships with students;
- To enhance existing intervention provision in order to support learning and participation;
- To work within an extended range of networks and partnerships to broker support and learning opportunities;
- To work closely with the SENCo and Subject Team Leaders / classroom teachers so that we can make a positive difference to our young people.

Main Responsibilities:

- Listen to and help pupils resolve a range of issues that create barriers to learning;
- Design individual and group mentoring plans with individuals or groups of pupils and share these with Heads of Year, teaching colleagues and support staff as appropriate;
- Deliver intervention packages focussing on social and emotional needs particularly around engagement in learning;
- Create Pupil Profiles with key advice and support strategies for use in the classroom and around the wider school.
- Liaise with other staff to ensure they understand and support the strategies being applied to develop pupils' skills for engaging in learning and positive behaviours;
- Contribute to the safeguarding and protection of students, following the safeguarding policies in school;
- Provide regular feedback to relevant staff, professionals and parental meetings;
- Undertake other duties, appropriate to the post, as may be required from time to time.
- Be aware of and comply with policies and procedures relating to child protection, health, safety, security and confidentiality, reporting all concerns to an appropriate person;
- Contribute to the overall ethos, work and aims of the school;
- Appreciate and support the role of other professionals;
- Attend relevant meetings as required;
- Participate in training and other learning activities and performance development as required;
- Treat all users of the school with courtesy and consideration;
- Present a positive personal image, contributing to a welcoming school environment which supports equal opportunities for all;
- Comply with health and safety policies and procedures at all times;
- Promote and ensure the health and safety of school users at all times.