



Learning Coach

Accountable To: Assistant SENCO

Performance Reviewer: Assistant SENCO

29.5 hours per week x 38 weeks per annum

Scale: 2.3 to 3.6 £18,562 - £19698 pro rata

JOB PURPOSE

To work under the guidance of teachers/Assistant SENCO/SENCO to undertake work/care/support programmes to enable access to learning for pupils. Work may be carried out in the classroom or may regularly take place outside the main teaching area.

MAIN TASKS

To work under guidance to enable access to learning by:

- attending to the welfare and personal care of pupils including those with special educational needs.
- delivering pre-determined learning/care/support programmes.
- implementing literacy/numeracy/social and emotional/communication programmes.
- assisting with the planning cycle.

DUTIES

Support the learner by:

- creating and maintaining a purposeful, orderly and supportive learning environment.
- using strategies to support pupils to achieve learning goals.
- planning and assisting with the planning of learning activities on a regular basis.
- monitoring pupils' responses to learning activities, accurately recording achievement/progress as agreed and adjusting activities accordingly.
- providing detailed and regular feedback about pupils' progress, achievement and barriers to learning to teachers, students and parents as required.
- establishing constructive relationships with pupils and interacting with them according to their individual need.
- promoting good pupil behaviour, dealing promptly with conflict and incidents in line with the established policy.
- establishing constructive relationships with parents/carers and participating in feedback sessions where appropriate.
- assisting with the development and implementation of Individual Education/Behaviour Plans and Personal Care Programmes.
- setting challenging and demanding expectations and promoting self-esteem and independence.

Support the curriculum by:

- undertaking structured learning activities/teaching programmes and adjusting activities according to pupils' responses.
- undertaking programmes linked to local and national strategies, recording progress and feeding back to the teacher and pupil where appropriate.
- supporting the use of ICT in learning activities.

Support the school by:

- having and in depth knowledge of the SEND Code of Practice and complying with its rubric.
- being aware of and complying with policies and procedures relating to child protection, health and safety, confidentiality and data protection.
- contributing to the overall ethos and values of the school.
- appreciating and supporting the role of other professionals.
- attending relevant meetings as required.
- participating in training and other learning activities and performance development as required.
- assisting with the supervision of pupils out of lesson times including before and after school and at lunchtimes as required.
- accompanying staff and pupils on visits, trips and out of school activities as required and taking responsibility for a group under supervision of the teacher.

Other Duties

- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the College's safeguarding policies
- To comply with the College's Health & Safety policy and statutory requirements as detailed in the Health & Safety at Work manual

Signed: _____ Date: _____
Headteacher

Signed: _____ Date: _____

This is not an exhaustive list of duties; they may be varied from time to time without changing the general character of the job or the level of responsibility. A high degree of flexibility and adaptability is an important element of this role.