

## The Appointment

We are looking to appoint an enthusiastic specialist teacher to join our Learning Support Department on a part-time basis as soon as possible. The successful candidate will work as part of the team to assist in the identification of pupils with learning difficulties, ensuring that their needs are met through 1:1 lessons or in small groups, and promoting a better understanding of these difficulties across the school. A full-time position will be considered for the right candidate.

The specific points below are not a comprehensive statement of procedures and tasks but set out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

## Principal Responsibility Areas

- To assist in the identification of pupils with learning difficulties
- To share responsibility for meeting the needs of boys on the Learning Support Register
- Communicating and advising staff and parents of the needs of boys with learning difficulties

## Key Tasks

- Assisting in ensuring that coherent links are maintained throughout the school with regard to pupils with learning difficulties
- Ensuring IEPs and Provision Maps are written where appropriate and kept up to date
- Liaising with Form Teachers and subject teachers over pupils with learning difficulties
- Meeting regularly with parents of pupils with learning difficulties
- Writing reports on pupils with learning difficulties
- Taking part in departmental meetings
- Work closing with the Head of Department and other Learning Support staff to ensure departmental policies are met, and records and resources kept and updated

## Qualifications, Training and Experience

- Previous experience of working with children in a similar environment and role is essential
- Level 5 qualification in SpLD/dyslexia is essential
- Level 7 qualification with the ability to carry out standardised testing is advantageous
- Keeness to attend both in-house and external training or courses to further their skills and professional development
- The successful Applicant will be required to complete child protection training online (arranged by the school) before they commence the role, where they have not already received training in the past two years





## Competences and Qualities

The successful applicant will:

- enjoy working with children
- have a warm personality, be approachable, sensitive and knowledgeable
- be an excellent communicator with children and adults alike
- be organised, with competent ICT skills

All staff are expected to demonstrate individual responsibility to safeguard and promote the wellbeing of children and young people.

## How to Apply

To apply for this position, please submit a Davenies' Teaching Staff Application Form with a cover letter for the attention of the Headmaster, via email: [admin@davenies.co.uk](mailto:admin@davenies.co.uk) or by post. Applications will be considered upon receipt.

The selection process will include an interview with a panel of at least two senior members of staff, teaching either a one-to-one or small group lesson (following social distancing guidelines) which will be observed by the Head of Learning Support, and other selection techniques may include: staff interaction, a presentation and/or supervised activity with children.

## Safeguarding

Child Protection is always a top priority at Davenies. Davenies is committed to providing the best possible care and education to its pupils and to safeguarding and promoting the welfare of children and young people whilst offering a supportive working environment to all its members of staff. The School recognises that, in order to achieve these aims, it is of fundamental importance to attract, recruit and retain staff of the highest calibre who share this commitment.

Child protection screening applies to all staff appointments within the school, including Enhanced DBS Certificate, Barred Lists check, and checks against the Teacher and Management Prohibition Lists. For further information, please read the School's *Child Protection Policy and Recruitment Policy and Procedure* which are available on the School's [website](#).