



Mayfield is committed to safeguarding and promoting the well-being of all children and expects all staff and volunteers to share in this commitment

JOB DESCRIPTION

Job Title:	Learning Support Mentor who is proficient in British Sign Language (BSL)
School:	Mayfield Primary School
Reports to:	Inclusion team
Grade:	Level 3
Hours:	8.30-3.30

Job Purpose:

Support the classroom teacher to facilitate the active participation of children in the academic and social and emotional activities of the school. Contribute to raising standards of achievement for all pupils.

Principal Accountabilities:

Support for children

- To support communication with language and BSL
- Led by the classroom teacher, adapt lessons to meet the needs of individual children and small groups.
- Under the direction of the class teacher, supervise the class in following a programme of study.
- Provide specialist learning support to children with severe learning needs, or where English is not their first language.
- Establish and maintain supportive relationships with individual pupils, small groups to ensure they understand and can achieve the tasks.
- Take responsibility for delivering learning activities with groups who would benefit from a different learning approach as agreed with the class teacher.
- Establish and maintain supportive relationships with individual pupils and small groups to ensure they understand and can achieve the tasks.
- Liaise with Inclusion Team as needed to help support specialist services on behalf of individual pupils, e.g. educational psychologists, speech therapists, by agreement with the class teacher.
- Support children with significant development needs, e.g. cognitive ability, EBD, ASD, learning skills, etc. as directed.

- Encourage and promote inclusion in the classroom and around the school, ensuring all pupils feel involved with tasks and activities.
- Support with personal care as required.

Support for the curriculum

- Support the school curriculum, including literacy and numeracy activities.
- Provide extra sessions where ICT should be being used if a requirement on EHCP/LSP.
- Implement strategies recommended on LSPs/IRMPs and provision maps .
- Provide targeted support to enhance learning and improve attainment.
- Arrange and deliver special classes for pupils to improve the range or quality of subjects offered as agreed.
- Liaise effectively with class teacher.

Support for the teacher

- Assist in maintaining class records and contribute to reports on pupil progress and development as directed.
- Monitor and track progress and provide feedback and assist in developing LSPs for children with special needs.
- Contribute to the planning and evaluation of work programmes for individual pupils and groups.
- Support to organise the learning environment and develop appropriate classroom resources as required.
- Contribute to the management of pupil behaviour and take control of situations to allow the teacher to continue the lesson, including anticipating and taking action to prevent potential problems arising.

Support for the school

- Develop and maintain effective working relationships with other staff and parents or carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings.
- Participate in and support the professional development of other Learning Support Mentors as required.
- Contribute to the development of less experienced Learning Support Mentors.
- Use high level skills and experience to manage medical and support high level behaviour needs.
- Assist in facilitating school events, e.g. school plays, events.
- Assist with the supervision of the children and others in the class during breaks, on school trips, playtime and if the teacher is temporarily absent from the classroom or working with an individual or group of children.
- Attend to sick/hurt children.
- Occasional registration as required and supervision of a class
- Be aware of whole school policies.
- Attend relevant training as required.
- Learning Support Mentors are required to attend training days, as requested.

Signed

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Date.....