**Job Description: Nursery Support Teacher**

**Reporting to: Assistant Principal**

**Location: Ark Burlington Danes Academy (Primary Phase)**

**Contract: Permanent**

**Working Pattern: Full Time**

**Salary: Ark Support Band 4 Pay Point 11**

The Role

As a Nursery Support Teacher you will work within the Primary Phase team to support students, parents, and teachers to establish a supportive learning environment in which children with additional needs make accelerated academic progress to close the gap with non-SEND peers. You will be instrumental in our mission to provide every student, regardless of their background, a great education and real choices in life.

Key Responsibilities

**Learning Support**

* Support student learning through the delivery of specific learning intervention programmes, setting high expectations whilst encouraging their independence and building their confidence
* Work with the SENDCo and other teachers to assess the needs of individual children, contribute to and implement Individual Education Plans
* Create, adapt, develop and differentiate resources for EAL and SEND students, supporting their access to the curriculum
* Liaise with related services to support the needs of SEND students (speech and language, educational psychologist, school counsellor, occupational therapist etc.)
* Liaise with the parents of link SEND students on a weekly basis to effectively communicate student progress and any causes for concern
* Mentor students on a 1:1 and group basis, as well as planning and leading a series of booster and intervention sessions to tackle difficult topics
* Observe, record and feedback information of student performance
* Use strategies, in liaison with the teacher to assist in behaviour management and to differentiate lesson topics and activities to support students in their learning and EHCP objectives
* Assist in creating materials for curriculum delivery and display boards
* Assist students’ achievement outside of the classroom, e.g. computer lab, library
* Engage in training and any other reasonable tasks or activities as directed by your line manager

**Additional responsibilities:**

* Actively promote the safeguarding and welfare of our students
* Ensure compliance with Ark data protection rules and procedures
* Liaise with colleagues and external contacts at all levels of seniority with professionalism, tact and diplomacy

**Person Specification: Nursery Support Teacher**

Qualifications

* Maths and English GCSE or equivalent at grade C or above (or equivalent)
* Further or Higher Education qualifications in a relevant area (desirable)

Knowledge, Skills and Experience

* Experience in establishing successful learning relationships with students at the relevant age, treating them consistently with respect and consideration
* Experience of the role of a Nursery Support Teacher including: supporting the planning and delivery of the curriculum, differentiating resources to meet the varied needs of students, implementing behaviour and learning strategies in the classroom and in 1:1 settings
* Strong numeracy and literacy skills
* Strong administrative, organisational and computer skills
* Excellent communication and interpersonal skills with children and adults

**Desirable:**

* Good knowledge of the varying needs of SEND students and how to support them
* Good knowledge of the national curriculum for English, Maths and/or Science
* Ability to analyse and respond to data sets
* Ability to speak another language
* Valid certificate in first aid for children

Behaviours

* Genuine passion for and a belief in the potential of every pupil
* A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action.
* Belief that every student should have access to an excellent education regardless of background or needs
* Professional, ambitious outlook, and ability to multi-task and meet deadlines
* A team player that can work collaboratively as well as using own initiative
* Helpful, positive, patient and caring nature
* Calm and professional under pressure
* Understanding of the importance of confidentiality and discretion

Other

* Right to work in the UK
* Commitment to equality of opportunity and the safeguarding and welfare of all students
* Willingness to undertake any further training as directed by your line manager
* This post is subject to an enhanced DBS check

*Ark is committed to safeguarding and promoting the welfare of children and young people in our academies.  In order to meet this responsibility, we follow a rigorous selection process. This process is outlined* [*here*](http://arkonline.org/sites/default/files/Ark_safe_recruitment.pdf)*, but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check*.