

JOB PROFILE

LEARNING SKILLS SPECIALIST

(Fixed term contract to cover maternity leave)

Start date: September 2024



Lucklex
HOUSE SCHOOL



LEARNING SKILLS SPECIALIST

OVERVIEW

Luckley is a warm and welcoming school; we are a community, small enough at around 375 for everyone to be seen, valued and counted, but large enough to provide an excellent education, hosting a wide variety of academic, sport and creative opportunities.

We are a co-educational school with the privilege of educating boys and girls from Year 7 through to Year 13, with both day and boarding places on offer.

We are looking to appoint a well-qualified, innovative, and enthusiastic Learning Skills Specialist to join our Learning Support Department and cover a period of maternity leave.

There are currently four specialist teachers within the Learning Support Department, including the SENDCo, and two Learning Support Assistants who cater for the needs of those pupils with EHC Plans.

Together with specialist tuition, our team of experienced teachers deliver Study Support either to individuals or small groups, where we cover areas such as active learning, the use of assistive software, strategies and examination techniques. The use of Onenote, Teams, MS Surface devices and interactive whiteboards in classrooms are central to teaching at Luckley House.

Some students arrive at Luckley House with learning differences that have already been diagnosed such as dyslexia or dyspraxia. Other students are identified

through our extensive screening processes and are subsequently assessed by a specialist teacher or an Educational Psychologist. We aim to ensure that students with learning differences are identified as early as possible in their Luckley House career to ensure that the most appropriate support is put in place as quickly as possible. This allows our students to develop appropriate learning and revision strategies that will allow them to achieve in line with their potential.

TERMS & CONDITIONS

Start Date: As soon as possible

Terms: Fixed term contract until July 2025
Part time, 3 days a week.

Salary: £42.82 per hour (depending on experience and qualifications).

Non-contractual benefits

- School's pension scheme with a generous employer's contribution, as well as a death in service benefit.
- Staff at Luckley House School are eligible for a staff discount on basic tuition fees subject to their child(ren) meeting the entrance requirements.
- All staff may park in the school car park.
- Employee Assistance Programme (EAP)
- Free lunches.
- Use of School gym.

Closing date: Tuesday 30 April 2024 (noon)

(Early applications are encouraged as we reserve the right to interview and appoint before the closing date.)



JOB DESCRIPTION

Job Title: Learning Skills Specialist

Job Purpose: Catering for the needs of pupils who have learning differences

Accountable to: Director of Pupil Progress (SENDCo)

Main Duties/Responsibilities

1. To support the provision of an outstanding student experience through providing specialist learning support:
 - a) Teaching and supporting learners to overcome barriers to the full achievement of their potential.
 - b) Monitoring, mentoring and supporting learners with EHC Plans to ensure they achieve best outcomes.
2. To plan, prepare, deliver and evaluate specialist teaching to individual pupils identified as in need of additional support due to having specific learning difficulties and/or special educational need.
3. To teach dyslexic learners using a structured, cumulative, multi-sensory literacy programme.
4. Produce and review Individual Learning Plans on a termly basis.
5. Support and liaise with subject staff, Form Tutors and Heads of Section, as necessary.
6. Provide advice and support to the parents of pupils who attend the Learning Support Department, either for specialist support or Study Skills courses.
7. Produce pupil reports on a termly basis.
8. Attend departmental meetings as required.
9. Attend whole school INSET meetings as required/appropriate
10. Use IT to a competent standard for teaching, reporting and communication.
11. Be willing to promote the use of assistive technology in lessons where appropriate to individual needs.
12. Be willing to share resources and 'best practice' with the rest of the Learning Support Department to continue growth within the department and maintain/increase academic success for all learners.

The above is only an outline of the tasks and responsibilities of the role. The post holder will carry out any other duties as may be reasonably required by his/her line manager.



PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
QUALIFICATIONS		
SpLD qualification at Level 5 or Level 7	✓	
Educated to degree level or equivalent work experience	✓	
Assessment Practising Certificate / Exam Access Arrangements		✓
SKILLS		
Excellent interpersonal skills and the ability to build relationships with students, parents and colleagues	✓	
Excellent written and oral communication skills and meticulous attention to detail	✓	
Confident in using IT packages to support specialist teaching	✓	
Teaching and supporting learning with EHC Plans	✓	
Excellent organisational, record keeping and time management skills	✓	
PERSONAL QUALITIES/DISPOSITION		
Ability and willingness to support colleagues	✓	
A proactive attitude and ability to use own initiative	✓	
A passion for bettering the lives of students	✓	
Enthusiastic and able to motivate learners	✓	
BACKGROUND/EXPERIENCE		
An understanding of the independent education sector	✓	
Knowledge of Luckley House School and its community	✓	
Experience teaching students in a variety of classes and age groups	✓	
Extensive knowledge of learning differences and strategies	✓	
Experience in supporting individuals with the development of study skills and the ability to apply resources and teaching programmes to facilitate this.	✓	
Have experience and understanding of teaching dyslexic learners using a structured, cumulative, multi-sensory literacy programme	✓	
MANDATORY REQUIREMENTS		
A commitment to safeguarding and promoting the welfare of children and young people	✓	
A strong commitment to the principles of equality, diversity, and inclusion	✓	
Empathy with the Christian ethos of the School	✓	



WHAT OUR STAFF SAY.....

"When thinking of Luckley House School, there is one word in particular that comes to mind – community. This struck me when I first read the website, and was reinforced when I first visited the school. Suffice to say, that sense of community, and sense of belonging, was not unique to those two moments. I feel blessed to work with such an extraordinary group of students and staff, within an environment that fosters a sense of family and mutual respect.

As a school, Luckley really lives by its ethos – a set of pillars that very closely align to my own values. It is fantastic to experience and work within an organisation that is prepared to 'walk the walk' – and model attributes such as kindness, integrity and inclusivity. The students are fantastic, and are core to what the school stands for. I feel very privileged to work at Luckley House School, and would encourage any prospective staff member to consider applying. There is no school quite like Luckley!"

James, Head of Science

"I have just completed my first year at Luckley House School, which is also my first school after becoming a teacher.

Since starting at Luckley, I have had an incredibly positive and fulfilling experience. The friendly and welcoming staff created a supportive environment that made me feel valued and appreciated from day one.

It was important to me, that my first school was a place where I would be able to enjoy teaching and have the support around me to be the best I can be and Luckley has absolutely been that place.

I look forward to the future, knowing that I am part of a school that values and supports its teachers."

Niall, Teacher of PE



"I have been at Luckley for just over a year now and have enjoyed every minute of my time here. The School has such a warm, friendly atmosphere which nurtures an environment where everyone (pupils and staff) have a real opportunity to succeed, with total support from the Leadership Team. Not only do they want what is best for the School, they also want to support individuals to achieve their own personal goals."

Clare, PA to the Head

"As Housemaster of our boarding provision, and having come from boarding schools previously, I can honestly say that boarding at Luckley House is something unique and special with a robust flexible provision that allows our day students to be part of the boarding community alongside our weekly and full boarders. With a mix of UK and international students in boarding, we have a small but dynamic community that is fully integrated into school life in all aspects.

My first year at Luckley has without question been a fantastic experience due in every way to the students and staff all of whom it is a real pleasure to work with."

Adam, Housemaster

HOW TO APPLY

For further details, please contact HR on 0118 974 3223 or via email Recruitment@luckleyhouseschool.org

Alternatively, an application can be downloaded and submitted via the TES website at: www.tes.com/jobs/employer/-1002273

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