

# JOB PROFILE

## LEARNING SKILLS SPECIALIST TEACHER

**Start date: As soon as possible**



Lucklex  
HOUSE SCHOOL



# LEARNING SKILLS SPECIALIST TEACHER

## OVERVIEW

Luckley is a warm and welcoming school; we are a community, small enough at around 370 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 Teacher to join our Learning Support Department.

Currently, the team is composed of a SENDCo, an Assistant SENDCo, two Specialist Literacy Teachers, a Maths Tutor, a Departmental Administrator, an EAL Teacher, a Science Teacher, and a Learning Support Assistant. The team is highly qualified and experienced in supporting pupils with learning differences.

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:** Zero hours contract - up to 12 hours per week, to be worked over 2-3 days. (More hours may be available.)

**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 during term time
- Use of School gym.

**Closing date: 12 September 2025 (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 Teacher

**Job Purpose:** The delivery of high-quality 1:1 lessons to pupils with specific learning difficulties, such as Dyslexia, ADHD and other related challenges.

**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 EHCPs 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. To support pupils in developing metacognitive skills, resilience and independent learning strategies.
5. Produce and review Individual Learning Plans on a termly basis.
6. Support and liaise with subject staff, Form Tutors and Heads of Section, as necessary.
7. Provide advice and support to the parents of pupils who attend the Learning Support Department, either for specialist support or Study Skills courses.
8. To maintain accurate and confidential records of support provided, assessments, and communication with parents.
9. Produce pupil reports on a termly basis.
10. Attend departmental meetings as required.
11. Attend whole school INSET meetings as required/appropriate
12. Use IT to a competent standard for teaching, reporting and communication.
13. To stay current with research and best practice in SEND
14. Be willing to promote the use of assistive technology in lessons where appropriate to individual needs.
15. 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.



# PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>QUALIFICATIONS</b>		
SpLD qualification at Level 5 or Level 7	✓	
Educated to degree level or equivalent work experience	✓	
Assessment Practising Certificate / Exam Access Arrangements		✓
<b>SKILLS</b>		
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 EHCPs	✓	
Excellent organisational, record keeping and time management skills	✓	
<b>PERSONAL QUALITIES/DISPOSITION</b>		
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	✓	
<b>BACKGROUND/EXPERIENCE</b>		
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	✓	
<b>MANDATORY REQUIREMENTS</b>		
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*

"Since joining Luckley House a year ago as Head of Art and Photography, I've truly come to appreciate the unique ethos that makes this school so special. Luckley fosters creativity and individuality and it's inspiring to be part of a community that not only encourages but actively champions the arts. The warm welcome and ongoing support from the staff, who are always willing to collaborate and offer support, paired with the incredible enthusiasm and creativity of the students, makes Luckley an exceptional place to work. This is a school where the arts are genuinely valued and I feel privileged to be part of such a vibrant and nurturing community."

### *Lucy Harris, Head of Art & Photography*



"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*

"I feel very lucky to be part of such a friendly and welcoming department. HR made all of my transitions incredibly smooth and easy and have been on hand for any questions and a kind listening ear. The students are fantastic and such a joy to teach - I can honestly say that I look forward to coming into school every day. The wider staff body too are supportive and we share a lot of laughter. I am excited for what my future at Luckley will bring."

### *Gaelle Stark-Ordish, Teacher of Drama*

## HOW TO APPLY

For further details, please contact HR on 0118 974 3223 or via email [Recruitment@luckleyhouseschool.org](mailto:Recruitment@luckleyhouseschool.org)

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

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