



**Bennett Memorial Diocesan School**  
Culverden Down, Tunbridge Wells, Kent, TN4 9SH.  
Tel: 01892 521595 E-Mail: [recruitment@bennett.kent.sch.uk](mailto:recruitment@bennett.kent.sch.uk)  
Headteacher: Mr Jon Sparke



### **Student Support Assistant**

**Salary:** KR3 £13,067 (£20,350 FTE)

**Responsible to:** Learning Support Manager/SENCo

**Hours:** 27.5 hours per week, term time plus one week for training / inset days (39 weeks)

**Responsible for:** The main purpose of the role will be to contribute to the inclusion work within the school by providing support to individual students and groups of students.

#### Support students by:

- addressing the needs of students with SEND, medical needs and emotional and behavioural difficulties, who require help in overcoming barriers to learning by developing their potential both inside and outside the classroom
- encouraging all to access the curriculum
- providing practical assistance in relation to other identified physical needs such as organisation of learning equipment and movement around the school site
- providing assistance to identified student(s) in physical/practical activities e.g. physical education, food technology, school visits
- working to establish a supportive relationship with the students concerned
- promoting and reinforcing students' self-esteem and establishing positive relationships with students
- acting as a positive role model for students and setting high expectations
- working with other professionals involved in supporting students' educational and health care needs under the guidance of the class teacher/SENCO

#### Support teachers by:

- assisting in maintaining a safe learning environment for students
- working as part of a team fulfilling the needs of identified students
- keeping records related to identified students in conjunction with the appropriate staff as required by the school
- attending meetings to review student's academic progress and/or care arrangements, contributing to the meeting as required
- liaising with subject teachers in the process of assessing an individual student's need and assisting with the provision and adaptation of appropriate teaching materials and strategies

#### Support the school by:

- supporting the ethos of the school
- ensuring all students have equal access and opportunities to learn and develop
- participating in the appraisal process, attending training and other development activities as required
- being aware of and supporting the implementation of school's policies and procedures and working within this framework
- being aware of confidential issues linked to home, student, teacher, school work and to keep confidences as appropriate
- attending meetings and liaising and communicating with colleagues in the school
- assisting in the supervision of students during the day and in the school grounds as required, including lunch time supervision.

*We reserve the right to close this vacancy early should we receive sufficient applications.*

*This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to a satisfactory enhanced disclosure check.*