

JOB DESCRIPTION

SEND LEARNING MENTOR OF THE SPECIALIST RESOURCE PROVISION (SRP) FOR AUTISM

Job Title:	SEND Learning Mentor of the SRP for Autism
School Phase:	Secondary
Reporting to:	This post holder reports to Lead Teacher of the SRP
Reporting Lines:	This post holder will have no positions reporting to them

Role Purpose:

- To ensure that Turner Schools are places where children thrive and knowledge matters by upholding and modelling The Trust's values in all aspects of the role;
- To enable access to learning for all students with SEND needs through providing support and guidance in effective participation and individual learning, enabling students to achieve their full potential;
- To work within the classroom or outside of the main teaching provision supporting students with SEND needs;
- To promote, develop and maintain effective and supportive mentoring relationships with students with SEND needs in support of other school teaching and learning professionals and external agencies;
- To promote positive activities within the school and community setting and support learning, participation and social inclusion of students with SEND needs;
- To promote a community of learners with purpose and passion while modelling the of Turner Schools "Walk The Turner Talk" values in all aspects of the role.

Responsibilities:

- At all times to support the work of the Senior Leadership Team, Raising Standards Leads and Year group Pastoral Leaders on a daily basis in terms of the academic progression of the pupils and students in the school with SEND needs;
- To develop and implement personalised action plans for pupils within the Specialist Resource Provision based on a comprehensive assessment including strategies for overcoming barriers to learning. This will include the development of 1:1 mentoring material for personal and shared use;
- To assist students in making the transition between KS2/3, KS3/4, KS4/5, KS5/Higher Education where appropriate;
- To assist in tracking the achievement and needs of the students in liaison with the SENDCo;
- To provide support to Independent Study sessions, as well as run homework clubs before and after school in collaboration with other Learning Mentors;
- To be present at weekly and termly meetings that discuss the impact of student interventions, the progression of students and other information as directed;

- To complete or undertake, to the standard required, any other tasks or duties as required by the Senior Leadership Team;
- To support students in other aspects of school life such as Transition, Nurture groups, Primary links, Support EAL provision, Independent Study and homework clubs, Peer mentoring programmes, work placements, college placement tracking, careers support and guidance, Gifted & Talented support, Exam support, Study Skills, further education applications and career plans, Literacy/Numeracy and any other support where needed.
- Each SEND Learning Mentor has responsibilities within the Aspiration and Inclusion structure. The SEND Learning Mentor will be able to take on caseloads of students to provide targeted horizontal intervention.

Other Duties:

- To comply with individual responsibilities, in accordance with the role, for health and safety within the workplace;
- To share the Trust's and the school's commitment to safeguarding and promoting the welfare of all young people through having knowledge of Government guidelines and safeguarding policies as appropriate within the school;
- To ensure that all duties and services provided are in accordance with all Turner Schools policies and the school's procedures in line with staff code of conduct/professional expectations;
- To undertake training as necessary;
- To actively engage in the performance management process;
- To be willing and enthusiastic in engaging with continuous professional development;
- To undertake any other duty as specified by the Principal/Senior Leadership Team not listed above;
- To be a key part of the life of the school community, to support both the values, vision and ethos of school and the Trust, and encourage students to follow this example.

Personal Qualities and Attributes:

This position requires the following personal qualities and attributes:

- Ability to contribute towards school and the Trust's vision and ethos. This position must enjoy completing their work in a professional and positive manner, relish solving problems and take pride in helping people;
- Ability to demonstrate academic ambition for all pupils; a genuine passion and belief in the potential of every pupil;
- Determination to improve standards and outcomes in non-selective education on the south-east Kent coast;
- Interest in playing a part, through education, in the re-generation of Folkestone;
- High ethical standards;
- Strong interpersonal, written and oral communication skills;

- Motivation to improve standards and achieve excellence;
- Ability to demonstrate honesty and integrity;
- Excellent organisational skills;
- Ability to work collaboratively with partner schools in the Trust and beyond;
- Ability to communicate effectively, professionally and in a friendly manner with colleagues, pupils and parents and external agencies;
- To be an ambassador for school in dealing with external persons, and to be an admired and respected member of the team by internal colleagues and pupils;
- To enjoy helping others and be able to resolve any issues in a professional, calm and measured manner;
- To be highly motivated and to have a flexible approach towards work and working hours.

Qualification Criteria:

- A strong academic track record to degree level and above.

All job descriptions may, following consultation with you, be subject to change to reflect or anticipate changes in the job, which are commensurate with the salary and job title.

Employees are expected to comply with any reasonable request from the Principal or the Senior Leadership Team to undertake work of a similar level that is not specified in this job description. Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

Turner Schools will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Turner Expectations

Turner staff will 'Walk the Turner Talk'. They will:

- **Speak and act with care:** Always show compassion and respect for children.
- **Act boldly:** Be ambitious for yourself and the children and young people we serve.
- **Learn from adversity:** Be evaluative, thoughtful and reflective.
- **Challenge convention:** Be curious, welcome difference and unfamiliar thinking.
- **Connect with others:** Support colleagues, parents and pupils to make a great team.
- **Use your voice:** Offer different views and ask questions.
- **Do what it takes:** Be relentless in pursuing the best for children.
- **Ask for support:** Be open and honest when plans go awry.
- **Don't give up:** Be calm, resilient and measured when managing challenges.



Acceptance:

I confirm that I have received and understand the job description, which is a supplement to the subject specific teaching job description, both of which may be changed to reflect or anticipate changes in the job, which are commensurate with the salary and job title:

Name.....

Signed.....

Dated.....

Line Manager.....

Signed.....

Dated.....