



JOB DESCRIPTION

SCHOOL:	Whitstable Junior School
JOB TITLE	Nurture Group Assistant/Learning Support Assistant
NAME	
SALARY/ SPOT POINT	KSA/Kent Range 3
REPORTS TO	Kirsten Collin (Assistant Headteacher/SENCo)
ISSUE DATE	

WORK PATTERN:

Working hours to commence at 08:30 (8:15 on a Friday to allow for Staff Briefing) or as directed by the Headteacher or Assistant Headteacher /SENCo. Morning break and lunch times are not included in the paid hours – these are in the form of two half hour breaks. Working hours finish at 15.30 each day.

JOB PURPOSE:

To work under the direction and guidance of the Headteacher, Assistant Headteacher/SENCo and class teacher to assist in the educational and social development of pupils and provide general support to class teachers.

We are looking for a Nurture Group Assistant

Are you:

- Approachable, committed, enthusiastic, positive, self-motivated, well-organised and able to work in a team?
- Of the belief that all children can do well and have a desire to help them achieve?
- Committed to the highest possible expectations and pupil outcomes?
- Ambitious and committed to your own professional development?
- Innovative and committed to school improvement?

If so, then this may be the role for you. The role would require you to work on the classroom in the mornings and in the nurture group every afternoon alongside the nurture group leader.

The Nurture Group Assistant will be required to:

- Work under the guidance of the SENCo and other senior staff to provide support for social, emotional and mental health needs of individuals/groups, through a nurture group approach;
- Promote the inclusion of all pupils within the school so that they are able to participate in all aspects of school life;
- Follow the 6 principles of nurture;
- Use a nurturing approach to promote and reinforce pupil self-esteem through praise and encouragement;
- Support pupils' social and emotional development and promote independence in a safe, secure, challenging environment employing strategies to recognise and celebrate achievement;
- Act as a role model, setting high expectations through positive modelling and conversations with staff and children;
- Be sensitive to the welfare and care of the pupils both physically and emotionally;
- Develop pupils' self-management and regulation strategies using the Zones of Regulation programme;
- Develop children's communication and social skills;

- Set up and maintain a positive learning environment in the Nurture Group Room;
- Work alongside class teachers, nurture lead and the SENCO to plan units of learning for children within the Nurture Group and review their progress;
- Provide creative, enriching activities and opportunities for pupils;
- Prepare materials and activities to support the teaching and learning within the group.
- Be prepared to liaise with the SENCO and parents;
- Attend appropriate CPD to develop and fulfil the role;
- Be aware of school policies as set by the Governing Body;
- Follow school procedures for safeguarding;

Arrangements for Appraisal:

All support staff will be expected to participate in an annual process of Appraisal, which will include the negotiation of agreed performance objectives and identification of professional development needs. This will be reviewed on an annual basis and will include ongoing monitoring and support throughout the year.

This job description describes in general terms the normal duties which the postholder will be expected to undertake. However, the job description or the duties contained therein may vary or be amended from time to time without changing the level of responsibility associated with this post. Any changes which become of a permanent nature to be incorporated into the job description in specific terms following consultation.

Whitstable Junior School is committed to safeguarding and promoting the welfare of children and young people and expects all its staff and volunteers to share this commitment. All post holders are subject to a satisfactory enhanced Disclosure & Barring check.

To whom responsible: Headteacher

Signed:..... Date:.....

Signed:..... Headteacher