

THE LENHAM SCHOOL JOB DESCRIPTION

Job Title:	Learning Mentor
Range:	VIAT 5
Responsible for:	N/A
Accountable to:	SENCo

Purpose of job:

To provide 1:1, small group and class-based support to meet the needs of identified students.

Key Responsibilities:

- Developing a 1:1 mentoring relationship with students identified as needing support.
- Delivering medical support as directed by the individual pupils needs and health care plan.
- Developing and providing personalised learning support as needed across the curriculum to support individuals or identified groups of students.
- Devising, implementing and evaluating individual student action plans to enable students to access learning activities and raise achievement.
- Attending lessons with students to support them in the classroom as necessary.
- Assisting students to increase their knowledge, understanding and skills across the curriculum
- Liaising with SENCO & Assistant SENCO to identify students where there are barriers to learning.
- Developing strategies for identified target groups and individuals as agreed with the SENCO & Assistant SENCO
- Supporting individual students in developing strategies to develop their study skills, organisation and revision techniques.
- Assisting students with their homework, coursework, organisational skills etc. in order to provide additional support.
- Raising student self-esteem by showing interest not only in their work but their general well-being.
- Delivering and using a range of specific SEN assessments to gain further understanding about a student's strengths and difficulties.

Employment Duties:

This school and all its personnel are committed to safeguarding and promoting the welfare of children and young persons.

Support for the school

1. Be aware of and comply with policies and procedures relating to child protection, health and safety, security and confidentiality, reporting all concerns to an appropriate person.
2. To contribute to overall ethos, work and mission statement of the school.
3. To undertake broadly similar duties commensurate with the level of the post as required by the Headteacher.
4. Participate in the school's appraisal process.

The list of duties in the job description should not be regarded as exclusive or exhaustive.

There will be other duties and requirements associated with your job, and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

Your duties will be set out in the above job description, but please note that The Lenham School maintains the right to update your job description from time to time, to reflect changes in or to your job. You will be consulted about any proposed changes.