

JUNIOR SCHOOL LEARNING SUPPORT TEACHER

REQUIRED FOR 29 AUGUST 2024

CANDIDATE PACK



James Allen's Junior School

JAMES ALLEN'S GIRLS' SCHOOL

With its distinctive heritage as the oldest independent girls' school in London, James Allen's Girls' School, JAGS, provides a forward-thinking and contemporary education for over 1,100 girls aged 4 to 18.

Located in the London borough of Southwark, JAGS has a diverse school community and is committed to inclusive recruitment and inclusion in the workplace. The school has entered an exciting new phase in its development and this post presents the opportunity to work in a community without barriers to full participation. JAGS recognises that celebrating the full diversity of staff and students has a positive impact on all and invites applications from candidates from a broad range of backgrounds.

Awarded the title of London Independent School of the Year 2024 by the Sunday Times, the school has entered an exciting new phase in its development. Your input will help to bring a bold educational vision to life for all students and colleagues as we work together to develop this already exceptional school in its next chapter.



James Allen's Girls' School 144 East Dulwich Grove London SE22 8TE

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MESSAGE FROM THE HEAD OF JUNIOR SCHOOL

I am delighted that you are interested in joining the JAGS community. At JAGS, it is our belief that all girls should be given the opportunity to grow and flourish in an environment where there is no limit to their ambitions.

At JAGS you will find a happy, diverse and dynamic community, rooted in academic excellence and yet fully committed to the breadth of a holistic education both in and out of the classroom. Compassion and commitment are central to our ethos, in this environment that values individuality and inclusivity.

Our school aims, both in and out of the classroom, are clear:

- To celebrate our diverse and inclusive community
- To champion social awareness and sustainability
- To empower courage, creativity and compassion in each student
- To inspire aspirational and authentic lifelong learners and leaders
- To nurture respectful, resilient and kind individuals

At the heart of all we do lies a passion for life and learning. I hope that this matches your educational vision, and look forward to welcoming you soon.

MS VICTORIA GOODSON, MA (DURHAM) QTS



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WORKING AT JAGS

Working at JAGS is about more than just working. JAGS is a community and a family that nurtures a warm and supportive environment for both the students and staff who come to learn and work here. From your first day at JAGS you will have access to some of the best educational facilities in the country and will be encouraged to take part in the many shared activities here.

JAGS works hard to attract the best staff from both the independent and maintained sectors and the benefit package is both generous and competitive. Candidates are welcome to visit JAGS prior to application should they wish to gain a greater sense of the school community. Please contact recruitment@jags.org.uk if you would like to arrange this.



We offer:

- The opportunity to join our outstanding school where public examination results consistently place JAGS amongst the leading schools in the UK
- A community of considerate, creative and compassionate students and staff
- A highly diverse and inclusive school community, committed to our bursary provision
- An inspiring and enthusiastic team of colleagues across the teaching and support staff
- Excellent facilities, including the latest resources to support learning
- A diverse benefits package including:
 - ♦ Competitive salary
 - ♦ Teachers' Pension Scheme
 - ♦ Free onsite parking
 - ♦ Free gym membership with discounted family rates
 - ♦ Employee Assistance Programme
 - ♦ Free lunches
 - ♦ Free access to the Dulwich Picture Gallery
 - ♦ School fee discount
 - ♦ Cycle to work scheme
 - ♦ Interest-free computer loans
 - ♦ Interest-free transport season ticket loans

JUNIOR SCHOOL LEARNING SUPPORT TEACHER

THE ROLE

JOB TITLE:	Junior School Learning Support Teacher
TERMS & CONDITIONS:	Part time 0.6 FTE worked across 3 days
SALARY:	JAGS Teaching Salary Scale – commensurate with experience
RESPONSIBLE TO:	Junior School SENDCo

Overview

The purpose of the role is to support pupils with their learning individually, in small groups and through taking whole classes. The Learning Support Teacher will work closely with our Learning Enrichment (Learning Support) team to deliver high quality teaching and learning across the Junior School (Reception – Year 6). They will be willing to support pupils in Years 7 and 8 if required. They will also work closely with our Junior School teaching team to support pupils within the classroom environment.

This member of staff will take responsibility for the Junior School within the whole school Health and Safety committee and will act as a Fire Marshall. They will also run lunchtime and / or before / after school clubs as required.

Main responsibilities

- To provide support to children who have mild learning difficulties and disabilities (SEND)
- To liaise with the SEND team and Junior School Leadership Team regarding the organisation of timetables for children that require support
- To advise and assist with assessment procedures
- To monitor pupils' progress and feedback to staff, the Junior School Leadership Team SEND team and parents
- To maintain the Pupil Profiles files with all the relevant information, ILPs and records of meetings and reviews
- To keep abreast of current developments in the teaching of pupils with SEND and to share information with staff
- To plan, prepare and deliver high quality, differentiated lessons in line with the individual needs of pupils and the school's schemes of work.
- To mark and assess pupils' work in line with the school's marking policy and record their development, progress and attainment.
- To provide oral and written assessments and reports for individuals and groups of pupils as required by the school (including parents' evenings).
- To maintain good order, discipline and respect for others among pupils; to promote understanding of the school's rules and values.
- To build and maintain co-operative relationships with parents and to communicate with them on pupils' learning and progress when required.
- To show a duty of care to all pupils in the school. To contribute to the spiritual, moral, social and cultural development of the pupils.

- To ensure the safety, welfare and good conduct of pupils
- To take part in all appropriate Safeguarding training and adhere to the Staff Code of Conduct.
- To undertake any other required staff training, CPD and Annual Review.
- As a member of the teaching staff, the post holder will be expected to involve themselves fully in school life, and to participate in other such duties as may be reasonably required such as: Open days; Entrance exam days; Staff meetings; School concerts and School trips
- To undertake other duties as directed by the Head or Head of Junior School.

PERSON SPECIFICATION

Operational Excellence

- Well-qualified graduate with a Teaching qualification or PGCE with QTS
- Previous experience of working with pupils with SEND
- Qualification in supporting children with SEND such as level 5 SpLD
- Interest in Health & Safety in Schools would be desirable but not essential.
- A professional qualification in supporting children with learning differences
- Ability to teach general subjects to KS2 pupils
- Ability to build effective working relationships with pupils, staff and parents
- Good interpersonal skills and ability to communicate and work with all levels of staff/colleagues within the School.
- Strong attention to detail
- Ability to meet deadlines
- Articulate in all forms of communication; fluent and accurate written and spoken English
- Excellent digital literacy

Personal Behaviours

- Kindness and open-mindedness
- Intellectual curiosity, enthusiasm and a personal ethos of lifelong learning
- Resilience and optimism; someone who is willing to go the extra mile in the busy life of the school
- Team-working abilities and a keenness to enable all colleagues to contribute ideas and be part of positive change

Ethos and Whole School Values

- The enthusiasm to assist in a strong co-curricular programme
- An individual with a genuine commitment to the wellbeing of the staff and students in their care
- Committed to operating as part of the School community
- Committed to equality, diversity, inclusion and anti-racism in the School community
- Committed to sustainability within the School community

Safeguarding and Pastoral

- Committed to safeguarding and promoting the welfare of children and young people
- A satisfactory Enhanced Disclosure from the Disclosure and Barring Service

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HOW TO APPLY

We welcome applications from all parts of the community and know that our school is strengthened when staff and pupils feel a true sense of belonging. To enable us to make any reasonable adjustments, please let us know when you submit your application whether you have any special requirements.

The Junior School SENDCo, Joyce Hepher (joyce.hepher@jags.org.uk) will be happy to answer any questions.

Please visit our website www.jags.org.uk/day-to-day/vacancies/ to download an Application Form.

Please note that CVs and letters sent without a completed application form will not be accepted.

For further information please contact recruitment@jags.org.uk or telephone the recruitment team on 020 8693 1181.

Closing date : Midday on Friday 10 May 2024
Interviews : Wednesday 15 May 2024

Interviews may be held at any stage after applications are received. Interested candidates are advised to apply as soon as possible. We reserve the right to close this vacancy earlier than the specified deadline, if a suitable candidate is found.

JAGS is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers, the Disclosure and Barring Service, and overseas police and regulatory authorities where relevant.

James Allen's Girls' School 144 East Dulwich Grove London SE22 8TE



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Ages 4-18

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