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| **Job title** | Learning Support Teacher |
| **Reports to** | Head of Learning Support |

**Job Purpose**

Eton College are seeking to appoint a Learning Support Teacher on a permanent, part time basis to work 10 hours per week.

The Learning Support Teacher will provide 1:1 and small group tuition for pupils with a range of special educational needs and/or disabilities. If qualified, the Learning Support Teacher will also conduct internal Specialist Teacher Assessments. This role be working within a dynamic and forward-thinking department alongside 6 other highly trained and enthusiastic staff members and will report to the Head of Learning Support.

**Key Tasks and Responsibilities**

* Teach 1:1 and small group lessons as timetabled. It is anticipated that the post holder will teach approximately 10 40-minute lessons per week.
* If qualified to do so, carry out internal Specialist Teacher Assessments following the school’s assessment format and procedures.
* Support pupils to develop skills and strategies that they will use outside of the Learning Support classroom, such as Executive Functioning Skills.
* Support students with a variety of GCSE/A Level subjects.
* Write reports for pupils on caseload in line with the schools reporting policy.
* Complete paperwork for individual pupils on caseload.
* Remain abreast of any legislative changes around Special Educational Needs and Disabilities (SEND), as well as any updates to the Independent School Inspectorate requirements and policies.
* Work as part of the wider Learning Support team to carry out any necessary administration in the department.
* Assist with the invigilation of pupils with access arrangements during internal and public exams.
* All employees of Eton College are also expected to:
  + Develop a good understanding of safeguarding procedures, given all positions at Eton are classed as ‘regulated activity’.
  + Demonstrate a commitment to safeguarding and promoting the welfare of children. This includes but is not limited to completing safeguarding training as required, complying with all safeguarding procedures and ensuring any safeguarding updates issued by the College are read and understood.
  + Understand and comply with procedures and legislation relating to confidentiality.
  + Display a commitment to and promotion of equality, diversity, and inclusion.

**Skills and Competencies Required**

To be successful in this role, you will need:

* A proven record of working as a practitioner/teacher of students with SEND.
* Previous teaching experience with the confidence to teach a variety of GCSE and A Level subjects. Please note, whilst teaching experience is essential, a specialism in specific subjects is not.
* Experience of supporting children with neurodiversity and how to support students to develop executive skills.
* A degree level qualification.
* A postgraduate academic background in Special Education and/or a Specialist Teacher Qualification would be desirable but are not essential.
* Excellent oral and written communication skills.

You may enjoy this role if you are:

* Able to communicate with, enthuse and motivate young people.
* A positive, forward-looking and collaborative colleague.
* Able to work independently as well as in a team.
* Excited to join a high-achieving and reflective academic culture.
* Committed to your own professional development, and open to a range of approaches in your professional practice.

**Working Pattern**

* The post holder will work for 10 hours per week and will need to manage their lessons around the pupils’ timetabled lessons. Therefore, there is flexibility in how these hours are worked and hours will be set by mutual agreement with the Head of Learning Support.
* The post holder will only be required to work during Eton College term time plus will be required to attend some INSET sessions at the start of each Half, to be agreed with the Head of Learning Support. This equates to a working pattern of approximately 34 weeks per year.
* The paid holiday entitlement for this position is 5.6 weeks (of the usual working week, based on 10 hours of work) including bank holidays. However, when a bank holiday falls during a school term the post holder may be required to work on that day and will be entitled to an additional days’ paid holiday in lieu. The full statutory holiday entitlement is to be taken during periods outside of the required working weeks as outlined above.
* The post holder will be required to work onsite in the Learning Support department.

**Disclosure Checks**

**Eton College is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including, but not limited to, reference checks with past employers, an Enhanced Disclosure from the Disclosure and Barring Service (including Barred List information), an online search and, where applicable, Prohibition checks. If you are successful in your application, you will be required to complete a DBS Disclosure Application Form.  Any information disclosed will be handled in accordance with any guidance and/or Code of Practice published by the DBS. The College is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions, reprimands and final warnings (including those which would normally be considered as “spent” under the Act) must be declared, subject to the DBS filtering rules. It is a criminal offence for any person who is barred from working with children to attempt to apply for a position at the College.**