






Job Description

Post	Assistant Learning Coach
Pay Scale	Grade 3 SCP 4 – 6

This post is subject to Support Staff Pay and Conditions. The postholder is expected to uphold the Professional Standards.

 High Standards	<ul style="list-style-type: none"> • Set high expectations for students • Support students to develop their knowledge • Support students in Literacy and Numeracy skills • Make and contribute to the school ethos • Support students in and out of the classroom
 Daring to Dream	<ul style="list-style-type: none"> • Support students to have high aspirations • Support students to love learning • Support students learning opportunities, beyond the classroom • Set students challenging targets • Ensure Key Working is effective and aspirational • Be a successful role model for students
 Traditional Values	<ul style="list-style-type: none"> • Support students to learn in a safe environment • Generate positive attitudes and behaviours • Support students to be responsible for their learning • Demonstrate a firm but fair approach to students • Deal with behaviour in line with school policies • Lead by example by having excellent attendance • Treat others with dignity and respect
 Success	<ul style="list-style-type: none"> • Support outstanding attainment and progress • Share success with students • Praise the achievement of students • Understand how you contribute to student outcomes • Effectively safeguard students
 Personalised Support	<ul style="list-style-type: none"> • Support in the differentiation of in class material • Plan, lead and record weekly keywork sessions • Be aware of how students learn and difficulties they might have • Be aware of how to cater for PP, SEN, EAL students • Demonstrate positive relationships with students • Be the key point of contact for parents • Communicate with parents regularly



Personal Specification

Skills	Assessed
Qualifications <ul style="list-style-type: none"> • English and Maths GCSE (C or above/Grade 4 or above) • Relevant qualification in supporting learning 	AF AF
Experience <ul style="list-style-type: none"> • Evidence of working successfully with young people who have challenging behaviour • Evidence of supporting young people in a learning environment • Attended courses that can aid the development of young people (for example counselling, mentoring) • Demonstrate your ability to overcome a difficulty 	I, R AF AF AF
Knowledge <ul style="list-style-type: none"> • To understand young people with challenging behaviour • Be able to apply the schools polices effectively • Understanding of working in a setting to educate young people • Understand how to support a young person in and out of the classroom • To be able to deal with parents and other agencies effectively • To enable a young person to make effective progress • Understands how to effectively safeguard young people 	O AF, R AF O I I, R I, R
Leadership <ul style="list-style-type: none"> • Has high standards and expectations of yourself • Set high standards for others • Is a motivator of others • Can inspire young people to dream big • Is an effective team player • Has integrity and accountability • Has excellent intra/interpersonal skills • Does not shy away from a challenge 	AF O O I I I, R I I, R
Supporting Learning and Teaching <ul style="list-style-type: none"> • Excellent Literacy and Numeracy skills • Strong communicator • Can work with young people in a range of settings • Can form outstanding relationships with young people • Can adapt lessons to suit the needs of all young people • Has excellent time management and organisational skills • Strives to drive achievement and standards • Is resilient and possess an excellent sense of humour • Will embed the school ethos into all aspects of school life 	AF I O O I I, R I O R I

AF – Application Form, I – Interview, O – Observation, R – Reference

