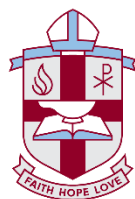


TEACHER – LEARNING SUPPORT

Duties and Responsibilities Statement



John Septimus Roe
ANGLICAN COMMUNITY SCHOOL

PART OF **AngliSchools**

POSITION TITLE	Teacher – Learning Support
REPORTS TO	Director – Learning Support Team and Associate Principals

PREAMBLE

The Principal is the Chief Executive Officer of our School and is responsible to the School Council for the effective and efficient operation of our School. He is responsible for all staff appointments. The Principal delegates to other persons aspects of his responsibility regarding the day-to-day supervision of staff, the administration of curriculum and the management of students, staff and parent services.

The Mission Statement of our School is to provide an education which, secure in the traditions of our past and our Christian belief, opens students' minds to the rich diversity of the world in which they live and challenges them to be curious and explore everything they find with integrity and compassion. We will do this in an engaging, relational environment which nurtures self-expression and self-worth while promoting the uniqueness of each student.

CHILD SAFETY STATEMENT AND REQUIREMENTS

John Septimus Roe Anglican Community School (JSRACS) is committed to the safety and wellbeing of all children and young people. JSRACS has zero tolerance for child abuse.

Every person employed at JSRACS has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

All employees are required to sign a Staff Code of Conduct which articulates their role and responsibility as a staff member to keep all children safe.

All teaching staff are required to be registered with the Teacher Registration Board of Western Australia (TRBWA) and maintain their registration throughout their tenure and be a current and ongoing holder of a Working with Children Check (WWCC).

All Support staff are required to provide a Nationally Coordinated Criminal History Check (NCCHC), renewed every three years and be a current and ongoing holder of a WWCC.

THE ROLE

The Learning Support Teacher will provide learning support for students, as well as support the development and implementation of school-based intervention programs for students with additional learning needs. Additional learning needs may imply remediation methodologies as well as extension guidance for students and teachers.

Learning support intervention in our school setting addresses the child's functional needs in accessing all areas of the school curriculum. Learning support interventions enable our students to access and participate in classroom activities with confidence to support their learning at the appropriate level.

Learning Support Teachers support classroom teachers to provide an inclusive education and modify the curriculum to suit student needs. This includes, but is not limited to, providing direct service to school staff in developing and implementing appropriate intervention strategies that optimise student function.

SPECIFIC RESPONSIBILITIES

Key responsibilities include:

- Work within the Learning Support Services Team to plan, develop and implement student support
- Liaise with external agencies and providers as required
- Provide educational intervention for students with diagnosed disorders both medical or academic to best support them to successfully access the curriculum
- Use evidence-based approaches to implement individual and group academic intervention to address the needs of students with a disability
- Collaborate with staff to ensure reasonable adjustments are afforded to students with additional educational needs
- Develop and review documented plans for students with a diagnosed disorder that includes the most appropriate reasonable adjustments, support strategies and individualised goals
- Attend case-conference meetings as and when required
- When required, provide professional development and support for teaching and support staff
- Undertake other duties as required and directed by the Principal or Principal's delegate.

EXPERIENCE/SKILLS/ATTRIBUTES

- Hold a recognised teaching qualification and be eligible for Teacher Registration Board of Western Australia (TRBWA) registration.
- Hold a current Working with Children Check
- Demonstrated ability to provide educational interventions tailored to individual student needs.
- Competency in interpreting a range of screening tools, assessments and professional reports.
- Experience administering standardised assessments, interpreting results to identify students' strengths and areas of need, and planning appropriate interventions.
- Knowledge of the ABLEWA curriculum and reporting requirements (desirable).
- Knowledge of NCCD data collection processes and funding requirements (desirable).
- Excellent written and verbal communication skills, with the ability to liaise professionally with internal and external stakeholders.
- Ability to build positive relationships with parents and external support agencies.
- Ability to work effectively with people from diverse backgrounds and across a range of year levels.
- Ability to work independently and collaboratively as part of a multidisciplinary team.
- Demonstrated adaptability, initiative and willingness to embrace new approaches and practices.

GENERAL REQUIREMENTS

The school strives for excellent standards in all areas and each staff member is required to:

- Understand and support the Mission, Vision and Values of AngliSchools and JSRACS
- Maintain professional confidentiality concerning student and/or staff information
- Work cooperatively with all staff members and fully support the Principal, Executive Team and activities of the school
- Serve as a good ambassador of the school. This includes being well groomed and wearing appropriate attire as an independent school staff member, in accordance with school policy
- Be aware of and comply with the School's Code of Conduct and other policies and procedures relevant to the role
- Follow all Work Health & Safety requirements and safe work practices
- Ensure all staff, students, parents and external stakeholders are provided with a quality service in a professional, efficient, and friendly manner
- Strive to implement productivity, quality, and service improvements on a continual basis
- Attend and contribute to meetings of whole staff and smaller groups when required
- Be proactive in sourcing and engaging in on-going personal professional development in line with the school's professional development policy and budgets
- Be actively involved in the School's Staff Appraisal Program
- Openly, honestly and appropriately discuss work issues within the school context, while ensuring strict professional confidentiality when mixing with the general community

ACKNOWLEDGEMENT

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Principal's Signature

Date

POSITION: TEACHER – LEARNING SUPPORT

I have read this document and agree to undertake the duties and responsibilities listed above. I also acknowledge that I may be required to undertake varied or additional duties and responsibilities, within capabilities, from time to time to meet business requirements that are not detailed here.

Employee's Name

Signature

Date
