



HARRODIAN

Job Description – TEACHER IN LEARNING ENRICHMENT

Responsible to: Head of Learning Enrichment

Introduction: The Learning Enrichment department at Harrodian provides high-quality learning support to pupils and students throughout the School, catering for the individual learning needs of children with specific learning difficulties as well as those requiring additional support outside the classroom. The service is well-established, highly-valued and integrated across the teaching and learning programme as a whole.

Role Purpose: The role of the Learning Enrichment Teacher at Harrodian is to provide 1:1 and small group tuition for pupils and students with SEND. This role will be worked within a dynamic and forward-thinking department alongside approx. 10 other highly-trained and enthusiastic staff members.

Main duties and responsibilities: In addition to fulfilling the responsibilities core to a Teacher role, a Teacher in Learning Enrichment will:

- In liaison with the relevant SENCo, assess pupil and student needs for teaching purposes;
- Read the SENCO-prepared summaries of assessments and professional reports;
- In liaison with the relevant SENCo, plan and implement targeted strategies for learning;
- Teach 1:1 and small group lessons, as required;
- Support children to develop skills and strategies that will be used outside the Learning Enrichment classroom;
- Liaise with the relevant teaching staff to develop strategies for integrating LE teaching into the mainstream classroom to support the continued development and progress of children with SEN needs;
- Manage the timetabling of LE lessons within and around timetabled lessons (this may be during free lessons, before or after school and/or during breaks);
- Keep abreast of the classroom curricula for children on caseload;
- Complete paperwork for individual children, maintaining clear records;
- Review targets termly;
- Liaise with and advise parents of children;
- Attend Parent Evenings, as required;
- Record, disseminate and file meeting notes, as required;
- Stay up-to-date with new research developments and resources in SEN needs;

General

In addition to the above specific duties, the post-holder will be ready to take on such additional responsibilities as necessary for the smooth and effective running of the department. This job description should be regarded as enabling rather than prescriptive. It will be subject to regular

review as the needs of the school evolve. It may be subject to modification at any time after consultation with the post holder.

All staff have a responsibility to safeguard and promote the welfare of children. The post holder will be committed to safeguarding and promoting the welfare of children, including but not limited to, completing the appropriate level of training as required and ensuring that the School's safeguarding policy and updates are read and understood.