ORKNEY ISLANDS COUNCIL

Support for Learning Assistant

As per job advert

At a glance:

Grade: C
Salary: As per advert
Allowances:

- Distant Islands Allowance

Job purpose:

Working as part of a team to support and enrich the learning of children and young people with additional support needs.

For application support contact **hrsupport@orkney.gov.uk** or call **01856 873535 ext.2250**

Benefits and Support

34 days annual leave, increasing to 39 days over 5 years, inclusive of Public Holidays (pro-rata)	Supported to work and earn whilst achieving qualification
Local Government Pension Scheme	Maternity, Paternity and Sick Pay
Comprehensive induction process	Employee Assistance Programme

Main Duties and Responsibilities

Develop an understanding of the specific support needs of learners attending the school and strategies required to meet them.
Encourage the inclusion of all learners.
Ensure the safety and wellbeing of learners in accordance with school policies and procedures.
As directed by the class teacher, assist learners in individual, group and class learning.
Collaborate with colleagues and visiting professionals to meet learners' needs.
Motivate and encourage learners.
Adapt resources to support learners, under guidance of the class teacher.
Meet learners' needs as required, including personal care, whilst encouraging independence.
Develop a positive and supportive relationship with learners.
Support learners with their self-regulation and promote de-escalation.
Provide regular feedback about learners to relevant colleagues.
Assist in the preparation and tidying of materials.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council's emergency response

Skills and Requirements

Must have

Good general standard of education, including evidence of competency in literacy and numeracy
Experience of working/volunteering with children and/or young people
Experience of developing warm, respectful relationships with children and adults
Experience of developing nurturing, stimulating environments
Experience of working as part of a team
Demonstrate an understanding of the vital role of the adult in supporting children's learning.
Demonstrate knowledge of a range of individual support needs
Experience of adapting activities for groups and individuals

Requirements of the Role

Disclosure/PVG:	PVG Children	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	No
Work Additional Hours:	No	Term Time Post	Yes