Recruitment Profile

Post number	15851
Position title	Education Support Worker (Deaf)
Grade	5A
Department	People
Location	Lauder Primary School
Salary/Rate of Pay	18603.41 - 20129.37
Hours of work	28
Weeks per year	39
Number of staff responsible for	0
Reports to post number	Head Teacher
Registration requirements	SSSC Registration essential
Drivers Licence required	N/A
Contract status	Permanent
Contract end date	
Reason for temporary vacancy	
Disclosure status	PVG Children
Political restrictions	No
Role profile number	LPD 5A
Business World post status	Permanent
Work pattern	Weekdays
Vacancy number	SBO10545
Closing date	06/12/2026

Role purpose

The purpose of the Education Support Worker for Deaf Children & Young People (ESW (Deaf)) is to work as an effective member of the Additional Support Needs team within a learning community, delivering high quality service which supports the integration of deaf pupils into mainstream education.
To enable equal access for deaf learners to information in the curriculum and school environment, according to the assessed needs of the deaf learner;
To encourage the development of the individual deaf learner within educational, social, linguistic and cultural contexts through a range of appropriate strategies;
To provide access to a range of learning materials using appropriate communication methods to match the needs of the individual deaf learner;
To provide deaf awareness, advice and guidance for staff and/or peer group and to involve the deaf learners whenever possible.
To enable deaf learners to make independent choices and learn from their own experiences.

To undertake specific tasks such as:
To contribute to the planning process (long and short term targets from IEP/CSP) and formulation of learning and improvement plans (pupil or whole school).
To keep accurate records and contribute to the monitoring and tracking of pupil progress.
Liaise with team in planning learning and prepare for learning in advance to enable the pupil to perform activities in class at the same time as other pupils; assist with the preparation of learning materials adapted and developed for use by the student.
Accompany the pupil through the daily timetable and support them by interpreting between spoken English and British Sign Language (BSL), lip speaking and note taking. Take lesson notes for the student, as necessary, and interpret the information in BSL and other agreed communication methods.
Contribute to the integration, independence and emotional and social development of the student by facilitating communication with peers, teachers and other staff. Support and contribute to raising awareness of the student's needs amongst peers, teachers and other staff.

Maintain awareness of developments and training opportunities within the Learning Environment and the Deaf Community;
Facilitate communication with peers, staff and other adults.
To work in collaboration with Teachers of deaf children and young people.
Apply appropriate communication methods suitable to the needs and preference of the student to enable access to information and to facilitate two-way communication.
Advise Head Teacher and other school staff about the communication and learning needs of the student and the means of meeting them. Work alongside other professionals, such as early years team and BSL interpreters, to help the pupil to understand and produce written material in class.
Modify and adapt curriculum content and language used, as necessary, to facilitate student understanding and learning.
Work with staff to suggest ways for continuous review and improvement in means of communication between the pupil, nursery staff, other school staff and other pupils.
Liaise with parents and carers and the school to support implementation of planned activities and learning for the student.
In collaboration with colleagues and external agencies, support the student during out-of-classroom activities, including outdoor activities and school trips.

Person specification		
Criteria	**Essential**	**Desirable**
Education, qualifications and training	Experience or formal qualification in sign language eg BSL/SSE/SEE/English, lip speaking, notetaking and/or language modification. A commitment to work towards formal qualification in BSL Having well developed, receptive and expressive skills.	Formal qualification or commitment to working towards BSL to level 2
Skills, knowledge and competences	Competent to carry out clerical duties (e.g. Microsoft packages,photocopying) and classroom duties (pupil curricular support) Demonstrates continuous improvement by sharing best practice.	Evidence of current classroom and school routines. Creativity and flexibility for adapting learning resources and needs.
Experience	Experience of working with children or young people identified as deaf. Sufficient English skills to be able to translate/interpret across the curriculum • Effectively provides translation between teacher/hearing children and the deaf child in a variety of situations using a range of communication strategies. • Experience of working as a member of a team	Keeps abreast of new procedures, techniques, processes and technologies through appropriate training. Ability to receive and pass on information accurately and highlight any issues which may arise through choice of language presentation etc while explaining tasks to pupil/s. Contribution to team objectives by participating in discussion and offering suggestions
Other	Deals positively and objectively with difficult stations. Exercises discretion	Takes appropriate action when faced with unacceptable behaviours and actively

	and deals with confidential issues in the appropriate manner. Pay attention to pupil safety and security, translation of conversations between the hearing children translation and the deaf child present.	supports anyone experiencing such behaviour.

Driving Licence - Where it is an essential requirement for this post to hold a current driving licence. Note: If you have a disability which precludes you from holding a drivers licence, Scottish Borders Council will take into account its responsibility to make reasonable adjustments to allow for your disability. Should it be possible to make such an adjustment in order that you can undertake the travel responsibilities of the post, this will be taken into account in consideration for this role.

HEALTH & SAFETY STATEMENTS

Must take reasonable care for the health and safety of themselves, other employees and anyone else who may be affected by their work activities carried out. Employees shall work in accordance with policies, procedures, information, instructions, and / or training received.

This profile is indicative of the nature and level of responsibility associated with the post. It is not exhaustive and the post holder may be required to undertake such other duties as may be required by the Workforce Planning & Development Manager to meet the needs and responsibilities of the Service and the Council.

Equality – Ensure that all work and outputs comply with and promotes equal opportunities and diversity.

Supervisory or Managerial posts only - Ensure that HR systems are in place for reporting management information and making recommendations for any corrective action necessary.

Equal Opportunities - Scottish Borders Council is committed to improving the diversity of its workforce to better reflect the communities we serve. We welcome applications from all minority groups and individuals who identify with one or more of the protected characteristics as defined by the Equality Act 2010. In particular from candidates who assess themselves as having a disability, under the Disability Confident Employer scheme this guarantees an interview to those individuals who meet the essential criteria of the post. All appointments will be made on merit.

Digital Innovation & Solution Focused Statement
Scottish Borders Council is committed to excellence and continuous improvement through the transformative power of digital solutions reinforcing our commitment to excellence, sustainability, enhancing our work practices and enriching our support to the community. As digital innovation evolves, our organisation is dedicated to integrating these advancements in a manner that aligns with our core values and strategic objectives.
All roles across the Council will actively seek and implement the latest digital solutions and technologies that can improve efficiency, productivity, and the quality of our services. Training will be provided, to ensure staff are proficient in utilising new technologies, fostering a culture of continuous learning and adaptability.

Please note priority will be given to staff on the deployment/redeployment list who meet the essential criteria of the post.

Please note that applicants who have received early retirement/voluntary severance from Scottish Borders Council will not be considered.

TEMPORARY POSTS
If at a later date a temporary post becomes permanent, it will be at the discretion of the Department's management team to confirm the post holder as permanent without readvertising.

PRE EMPLOYMENT CHECKS

Essential

- Confirmation of Right to Work in the UK **- (All posts)**
- Level 1/Level 2/PVG Registration Disclosure Check - ***(PVG/Disclosure posts only)***
- References - ***(All posts***)
- Confirmation of qualifications required to meet the essential criteria on the person specification **- (All posts)**

Right to Work in the UK - To ensure that you are eligible to work in the UK, we will require the following documentation:

- A Passport showing you are a British/Irish Citizen.

  OR

- A British Birth/Adoption Certificate along with an official document containing your name and permanent National Insurance number

For all other nationalities

- Settled status code

  OR

- Immigration status document, for further information visit Apply to the EU Settlement Scheme (settled and pre-settled status) - GOV.UK (www.gov.uk)

Please note that a Short Birth Certificate and a Driving Licence are not sufficient to show your entitlement to work in the UK.

OTHER DETAILS
Disclosure/PVG Registration

Under the Rehabilitation of Offenders (Exclusion and Exceptions) (Scotland) Order 2003 to the 1974 Rehabilitation of Offenders Act (ROA) Scottish Borders Council are entitled to ask "exempted questions" that require applicants for certain positions to reveal their full criminal history.

This means that all details of criminal convictions, whether they are spent or not, must be disclosed to help the recruiting manager assess the person's suitability for a position of trust.

Disclosure

These "excepted professions" are set out in the Exceptions Order and include:

- certain professions in areas such as health, pharmacy and the law;
- senior managers in banking and financial services;

PVG Registration

Certain posts are considered Regulated Work with Vulnerable Children and/or Protected Adults, under the Protection of Vulnerable Groups (Scotland) Act 2007. Preferred candidates will be required to join the PVG Scheme or undergo a PVG Scheme update check prior to a formal offer of employment being made by Scottish Borders Council.

PVG/Disclosure Process

After the application is processed you will receive an email with a secure link to view the disclosure. You must share this with us to progress the recruitment process.

Teacher Posts in Catholic Schools

Certain posts are in a denominational school therefore candidates must seek Catholic Church approval when submitting their application for these posts. You should apply for RC Church approval at the same time as submitting your application form. Guidance and the relevant forms can be obtained at www.sces.uk.com/approval.html.

Political Restrictions

Certain posts within Scottish Borders Council will be deemed Politically Restricted. If you are appointed to such a post the Local Government Officers' (Political Restrictions) Regulations 1990 provide that your terms and conditions of employment are deemed to incorporate additional provisions set out in the Schedule to the Regulations, a copy of which can be obtained from HR. Full details of restrictions will be provided in your application pack if you are applying for a Politically Restricted post.

**** From 1 April 2026 a Scottish Local Government Living Wage Rate of £13.52 per hour has been agreed. All employees recruited on a salary/wage less than the SLGLW rate shall receive a payment additional to their salary/wage in order that they are paid at the rate of £13.52 per hour. The additional payment shall count as pensionable earnings and be subject to deduction of tax, national insurance and pension where appropriate.