



EMMANUEL COLLEGE

Emmanuel Schools Foundation

LEARNING SUPPORT ASSISTANT

VALUED, CHALLENGED, INSPIRED



WELCOME

Dear Applicant

I am delighted that you are interested in applying to be a Learning Support Assistant at Emmanuel College.

We truly believe that Emmanuel College is a fantastic and exciting place to study as a student and work as a member of staff. We are looking for two candidates who believe that all students should receive exemplary holistic care that is the result of the successful partnership between students, teachers, support staff and parents.

Emmanuel College is an exceptional school, with excellent leadership, teaching and support for our students. As a Christian-ethos school of character for the whole community, everyone is welcome whatever their educational background and ability, faith position, social or ethnic background. Student behaviour is excellent and we put a great deal of emphasis on ensuring that staff can work in an environment where students want to learn. These high standards are maintained because of a relentless commitment to expectations and routines.

As Acting Principal I am looking for staff who care deeply about securing the best life chances for the young people

in our care. I am also interested in learning about you as a person and what you might offer the College beyond the classroom.

We believe that we are an outstanding school, not because of any external judgement, but because we have a deep and abiding commitment to do the best we can for the students, staff and leaders in our care. We want our College to be a place where staff come to work excited about their day and looking forward to strengthening the relationships they have with colleagues as well as students.

If what you have read above excites you and aligns with your personal values, experience and ambitions, then you are probably the right person for this role and you will love working here.

Nat Ogborn
Acting Principal

MISSION

CHARACTER EDUCATION

We build good character. We learn about good character, why it matters and how to develop it.

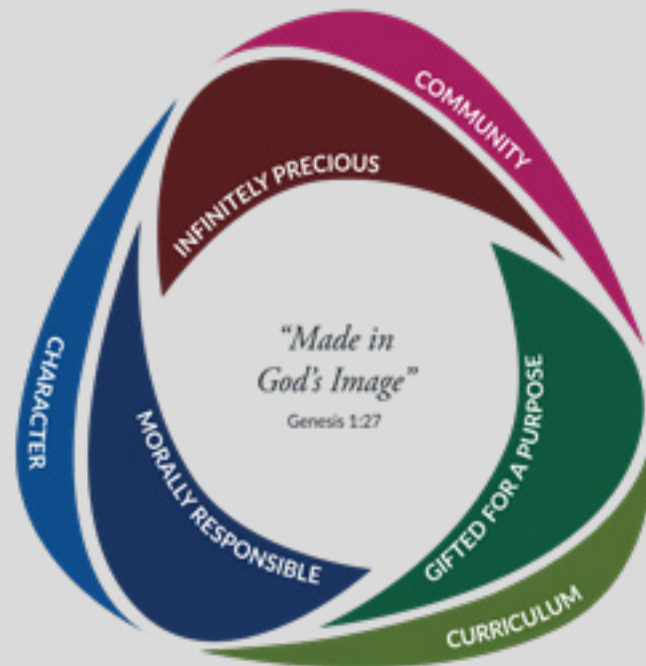
CURRICULUM EXCELLENCE

We are determined to achieve a personal best. We provide a broad ambitious curriculum that ensures excellent student learning, progress and future destinations.

COMMUNITY ENGAGEMENT

We serve with gratitude. We use our gifts to benefit the community and the environment.

OUR CORE VIRTUES



“
ALL PEOPLE ARE INFINITELY
PRECIOUS, MORALLY
RESPONSIBLE AND GIFTED
FOR A PURPOSE”



“
SUPPORTING STUDENTS
AND STAFF TO BECOME
THE PERSON THEY HAVE
THE POTENTIAL TO BE”

SUPPORT

We recognise that staff are our most important resource: they will have the biggest impact on the quality of education that our students receive. The Emmanuel staff body is an impressive group: well qualified, highly motivated and eminently hardworking. Colleagues are keen to continue developing their knowledge, skills and experiences and the College is committed to doing all it can to support them in these endeavours.

The professional development of staff is a priority for us. All colleagues have access to a well-structured and high-quality CPL-programme suited to their role and each member of staff has a line manager who is deeply interested in their wellbeing as well as their performance.

In addition to the normal remuneration package that includes a contributory pension scheme, company sick pay and maternity/paternity leave, Emmanuel staff enjoy a number of additional benefits. These include a daily lunch allowance, free use of our fitness suite, parking on the College grounds, as well as access to Care First, a free, independent and confidential resource available to employees that can help with all manner of needs.

There is a sense of real community amongst the Emmanuel staff body. Various social events sit alongside the long tradition of colleagues getting together after the College day to play football or netball – new players always hugely welcome!





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OPEN MINDS, A THIRST FOR
KNOWLEDGE AND INTELLECTUAL
ACADEMIC CURIOSITY”

ACADEMIC EXCELLENCE

The Emmanuel College curriculum is designed to engage all students, no matter their background, in a broad and balanced range of subjects. Highly effective teaching and learning principles share our practice and are embedded within every classroom.

Our curriculum enables students to:

1. acquire the knowledge and cultural capital they need to succeed in life;
2. cultivate strong character and the intellectual discipline to apply their learnt knowledge correctly.

Emmanuel College is committed, for all students, to:

1. have access to an ambitious, coherent, knowledge-rich curriculum that allows all students to acquire and apply knowledge;
2. experience a straightforward delivery of said curriculum, supported by effective sequencing of topics with long-term learning at its core;
3. engage in reliable assessments that accurately gauge students' progress through the curriculum and further embed knowledge.



THE PERSON

We aim to enhance support for SEND students by adopting an innovative and effective approach, ensuring all students reach their fullest potential through tailored individual provisions. To achieve this, we have a team of individuals capable of:

- providing classroom support for students;
- collaborating with teaching staff to plan student learning;
- developing, delivering and evaluating effective interventions;
- sharing expert knowledge of SEND with the teaching school community.

This role demands a deep understanding of students on the SEND register and a commitment to staying updated on pedagogical training for various specialist needs. Learning Support Assistants (LSAs) offer an opportunity for professional dialogue with experts in diverse areas, such as Autism Spectrum, ADHD, Attachment Disorder, Dyslexia, Dyscalculia, Vision, and Hearing Impairments.

The successful candidate will be a people person capable of supporting students with a wide range of needs and communicating competently and sensitively with parents. They will be intuitive to the needs of students and able to find solutions to support students with complex needs. They will be firm yet understanding with students who are struggling to regulate, providing a calm and safe environment to enable all students to thrive. The role will demand excellent classroom management skills which seek to support and encourage students, whatever their

ability or stage of learning. You will also need to be a strong team player and work collaboratively with a variety of members of staff.

All LSAs work with a range of students in and out of lessons and you will be confident when planning and delivering interventions such as emotional resilience, social skills activities and catch-up assessments. The ability to reflect, analyse and, as a result, improve the impact of interventions is paramount.

While relevant experience and qualifications are valuable, we prioritise personal qualities and convictions that align with this demanding role. Your role will be pivotal in supporting students' holistic learning, including targeted group work, understanding child development principles, and providing support during social times, which can be critical for some SEND students. Ongoing professional development is expected to enable specialisation in various SEND areas over time.

There is no requirement that individual members of staff should be Christians, but it is essential however that all staff understand and enthusiastically support our mission, ethos and values.

If, prior to submitting your application, you wish to visit Emmanuel College to find out more about the role and the College, then you would be most welcome.

GENERAL INTEREST

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WE BELIEVE IN EXCELLENCE IN CHARACTER DEVELOPMENT, LEARNING ACROSS THE CURRICULUM AND SERVICE TO OUR COMMUNITIES”





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**A PLACE WHERE EVERYONE IS
WELCOME AND SAFE”**

THE **ROLE**

Working as a member of an established team and contributing to the wider school community, the successful candidate will be responsible to the Assistant Vice Principal: Student Support and the Assistant SENDCO for:

Supporting SEND across the Curriculum with an emphasis on:

- collaborating with classroom teachers to guide and develop bespoke support for students with SEND;
- continually developing professional understanding of SEND and being able to filter this to teaching staff in a professional and supportive way;
- planning and developing support both in and out of lessons to enable SEND students to thrive in all areas of the curriculum. This will include working with departmental curriculum maps to pre-empt potential barriers to learning and prepare for necessary interventions and support.

Planning and delivering bespoke packages of intervention with an emphasis on:

- working closely with classroom teachers to plan for individuals, including identifying barriers to learning;
- modifying and adapting lessons, or working alongside students as directed by the teacher;
- leading classroom management and whole class learning to enable the subject specialist to focus on the needs of individuals in the class, as directed by the teacher.

Supporting student progress outside lessons with an emphasis on:

- completing and updating outstanding SEND Support Plans alongside students and their parents to allow all staff to understand the needs of each individual. This will involve identifying appropriate next steps and evaluating the success of provisions in place and, therefore, interpreting staff feedback will be key;
- working alongside students in short- or long-term interventions, liaising with classroom teachers to ensure all necessary learning is planned and delivered to an outstanding level;
- planning and delivering targeted interventions using your specialist understanding of needs and tracking this throughout planning and logging of interventions. Analysing carefully the impact of sessions and clearly reporting back progress of individuals in each session.

THE OPPORTUNITY

This is a rare opportunity which would suit someone wanting to make a difference in the lives of our more vulnerable students.

PERSONAL SPECIFICATION


You will have:

- 5 GCSEs or equivalent A*-C including Maths and English (essential);
- an excellent knowledge of SEND needs and how to support them (essential);
- experience of working with children in KS3/KS4 in a school setting (essential);
- experience of adapting work from a wide range of subjects to best fit students' needs (desirable);
- experience of using IT systems and Microsoft Office 365 (essential);
- experience of undertaking administrative tasks (essential);
- first aid certificate (desirable);
- training in a range of SEND needs (desirable).

PERSONAL ATTRIBUTES

The successful candidate will:

- be strongly self-motivated and personally resilient (essential);
- possess exceptional levels of personal integrity (essential);
- be committed to supporting and developing students with a wide range of educational needs (essential);
- have the ability to keep calm and focussed in pressurised situations (essential);
- demonstrate the ability to maintain effective working relationships and work collaboratively with colleagues at all levels (essential);
- have strong interpersonal skills both written and oral (desirable);
- be a creative thinker and able to anticipate and solve problems (essential).



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**A PLACE WHERE ALL
STUDENTS AND STAFF HAVE
EQUALITY OF OPPORTUNITY
AND SUPPORT”**



APPLICATION DETAILS

Vacancy details:

Term time only plus 3 days

Monday to Friday – 38.5 hours per week

SCP 5-11 = £24,790 - £27,269 (actual £21,862 - £24,048) per annum

For this role, we are open to discussing the possibility of reduced hours, flexible start and finish times, job share and part-time working.

Deadline:

Closing date: **Monday 16 June 10:00am**

Interviews to be held the following week

How to apply:

Potential candidates are more than welcome to arrange a visit to the school. For further information, please visit www.emmanuelcollege.org.uk or call HR on 0191 461 4156 or email hr@emmanuelctc.org.uk. A CV may be submitted to supplement your application but will not be accepted in replacement of a completed application form.

[APPLY ONLINE HERE](#)

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. This post will involve daily contact with children and is subject to an enhanced DBS check. In addition, as part of the shortlisting process, and in accordance with statutory guidance, we may carry out an online search (for publicly available material) to help identify any incidents or issues that have happened which we may want to explore with shortlisted applicants at interview.

Please note that this detail is indicative and can be amended, updated or replaced as felt appropriate at any time and in order to remain in line with any future legal requirements or expectation.



EMMANUEL COLLEGE

Emmanuel Schools Foundation

Acting Principal **Nat Ogborn**

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EMMANUEL SCHOOLS
FOUNDATION