

Company Name	Ravenswood School
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Vacancy Title	Learning Support Assistant Apprentice
Apprenticeship Qualification	Teaching Assistant Level 3
Employer address	Ravenswood School Pound Lane Nailsea North Somerset BS48 2NN
Number of employees	93
Vacancy contact name	Katie Barnes
Position in business	Deputy Head
Telephone number	01275 854134
Email address	kbarnes@ravenswoodonline.org.uk
Website	www.ravenswoodschool.org.uk
Vacancy Location	Nailsea – BS48 2NN
Preferred start date	March 2022 or asap
Are you currently advertising this position with another training provider?	NO
Apprenticeship banding/ training cost	£5,000
Employer Description <i>Please include a general overview of your organisation</i>	<p>Ravenswood is an all age Special School for pupils with complex needs. This includes pupils with severe learning difficulties, those with communication difficulties and those with emotional/social difficulties. We also have provision for autistic children.</p> <p>We are seeking to appoint an Apprentice Learning Support Assistant to join our committed and enthusiastic team. The successful candidates will be committed to raising pupils' standards of achievement throughout the school day and in supporting pupils developing social and emotional development.</p> <p>Ravenswood is an equal opportunities employer and an enhanced DBS check will be required.</p> <p>Further details and an application form can be obtained from the school website.</p>

Is your company registered as “Disability Confident”?	No
Full Description of vacancy <i>This will form the body of the advert – please include as much information as possible to ensure the job is appealing to applicants</i>	<p>You will be providing support to the classroom teacher. Learning support staff play a vital role in today's classrooms by making sure students get the most out of lessons. You will work with teachers and learning support assistants and make a real difference to learning in for our pupils.</p> <p>You will be working with children with complex special needs and will need to provide a full enhanced DBS check. You will work under the supervision of the class teacher; your duties may vary depending on how the teachers you work with plan their lessons and handle day-to-day classroom activities.</p>
Daily duties <i>Use bullet points to highlight key tasks and responsibilities</i>	<p>You could be:</p> <ul style="list-style-type: none"> • Supporting pupils' learning, individually or in groups, with reading, writing, counting, computing, science and other subject work. • Supporting pupils' learning, with creative activities such as drawing, painting, music, singing and dancing. • Reading stories to children and encouraging them to be interested in books. • Supporting the pupil's learning during PE, outdoor education or swimming lessons. • Supporting a pupil to develop their communication skills. • Helping the teacher prepare for lessons, collecting the materials and help keep records. • Attending training around pupils' SEN and putting this into practise. • Supervising the playground at breaktimes and the dinner hall at lunchtime. • Helping keep the classroom tidy. • Putting up displays of children's' work. • Photocopying materials for lessons. • Supporting pupils to manage their own behaviours.
Skills required	<p>Good communication skills, both spoken and written.</p> <p>Patience with children of all abilities.</p> <p>Confidence and accuracy in spelling, punctuation and basic number work.</p> <p>Get on well with children and build good working relationships with them, teachers and support staff.</p> <p>Working as part of a team.</p> <p>Ability to take own initiative to support pupil's learning.</p> <p>Flexibility to adapt to pupil's needs.</p>
Personal qualities Required	<p>Calm personality, with a sense of humour. Professional attitude when attending to routine and unexpected situations.</p> <p>Good interpersonal skills with colleagues, children and line-managers.</p> <p>Understands others' needs and responds to these.</p> <p>A flexible and adaptable nature</p> <p>An empathetic attitude</p>
Qualifications required	Teaching Assistant Level 2 qualification or relevant experience working with children/ young people (ideally with SEND).
Number of vacancies available	1
Weekly wage £ per week	Actual Salary: £8,192 - £11,532 per annum (negotiable depending on experience)
Working Week <i>How many hours per week? Working pattern? Lunch break?</i>	Actual working hours: 31.26 hrs/ week from 8.40am -3.40pm Monday, 8.50am – 3.40pm Tuesday, Thursday & Friday. College day release – Wednesday. Working hours: 6.5hr/day with a 30mins lunch break. Term time only plus INSETs.
What are the future prospects?	This could lead to future roles such as a Learning Support Assistant or Teaching Assistant within Mainstream or SEND settings.

Additional Training to be provided (if any)	<p>Safeguarding Training provided through EduCare online courses. Access to 6x school Inset day training on supporting SEND pupils in schools and training throughout the year including Makaton.</p>
<p>What progress will you expect the Apprentice to have made after 4 and 8 weeks in the role? (What essential skills will they have developed? What training and developmental activities will you have undertaken with them?)</p>	<p>After 4 weeks: Show an awareness and understand key school policies including safeguarding, behaviour management and teaching and learning. Begin to build relationships with staff and pupils in the class. Be aware of each pupil's key needs e.g. medical, behavioural and preferred communication method. Follow the teacher/ other LSA's direction to support pupils in the class. Support and encourage play/ social skills during play and choosing time.</p> <p>After 8 weeks: Play a pro-active role in the classroom. Support the teacher to set up activities for the class or groups of pupils. Begin to use a range of communicative approaches to communicate with pupils using their preferred communication method e.g. use of symbols, basic Makaton etc. Use own initiative to support pupils in their learning, play and social skills. Completed school-based induction programme and online courses on safeguarding, fire safety and food hygiene.</p>
<p>IMPORTANT</p> <p>Conditions of our Recruitment Service</p>	<p>We offer a free of charge service to support your recruitment on the agreement that the successful applicant/s will be enrolled onto an Apprenticeship programme with Weston College.</p> <p>Should you decide to hire an applicant sourced through our service and then not continue with an Apprenticeship with Weston College, a £500 administration fee will be payable.</p>