

## CRANLEIGH SCHOOL

### TEACHER OF LEARNING SUPPORT (FULL-TIME)

COMMENCING SEPTEMBER 2024

#### JOB PURPOSE

Cranleigh School seeks to appoint, for September 2024, a suitably qualified and enthusiastic Teacher of Learning Support.

Learning Support is a well-established part of the school, where the aim of the department is to support and enable individuals to achieve their full potential. We work in close partnership with students, parents, teachers and, where appropriate, outside agencies.

Learning Support is offered to those who need it throughout the school. Lessons primarily focus on organisational skills and study skills; these are the key areas of support needed for our students with underlying learning difficulties or disabilities. Exam technique, essay writing and numeracy support may also be a focus. Tailored one-to-one or small group lessons help students develop greater self-awareness and implement strategies to overcome the challenges of an academic curriculum.

Early identification of students' strengths and weaknesses underpin effective support. Developing students' self-confidence and motivation alongside their learning skills is of great importance.

The successful applicant will be willing to teach one-to-one, small group and very occasionally class lessons. They should hold a specialist qualification for learners with specific needs and wish to engage fully in the life of this busy school and to contribute to wider aspects of school life.

Cranleigh is a leading fully co-educational independent boarding and day Senior School consisting of around 670 girls and boys of 13 – 18 years of age. There is also a Preparatory School in close proximity.

Cranleigh aspires to be a beacon of excellence in learning and teaching and is committed to the continuing professional development of all employees.

## THE DEPARTMENT

The Department is accommodated in the van Hasselt Centre, an outstanding newly-built teaching block. The team is a friendly and open one, committed to providing all pupils with the opportunity to fulfil their potential. Department meetings give the opportunity for colleagues to share good practice, discuss the progress of individual pupils and keep abreast of upcoming developments in the subject and the School.

## THE POST

The responsibilities of a Teacher of Learning Support will include to:

- Plan, prepare and deliver multisensory lessons and resources suitably differentiated to address the needs of students with underlying learning difficulties, as directed by the Head of Learning Support (either on an individual or small-group basis).
- Gather information about students prior to teaching (e.g. specialist assessment results, educational psychologist report, discussion with Head of Learning Support and Housemaster/mistress).
- Set regular targets with students and follow this up in subsequent lessons; ensuring that the skills and strategies learnt in individual lessons are carried through into the classroom and independent study.
- Write termly Learning Support reports for all pupils receiving your regular support
- Conduct in-house screening assessments of pupils as required and directed by the Head of Learning Support.
- Liaise, in conjunction with the Head of Learning Support and subject specialist teachers, regarding individual needs and monitoring the progress of students with learning differences.
- Summarise external reports e.g. Educational Psychologist, Occupational Therapists, Speech & Language and record pertinent information to the pupil's Individual Education Plan (IEP).
- Use information technology to assist in lesson preparation, teaching and reporting and keep abreast of new assistive technologies and intervention programmes.
- Contribute towards maintenance of SEND registers, providing information on students to the Head of Learning Support when required.
- Play an active role in planning for the future development of the department through training events and meetings.
- Be available to members of Common Room for advice and support, particularly with regards to differentiation.
- Keep abreast of developments in this specialist area; sharing information as and when appropriate.
- To assist the Head of Learning Support in ensuring that pupils' Individual Learning Plans are up to date, relevant and detailed, to be of maximum support to teaching staff.
- Take responsibility for applying a compliant data protection approach across all activities which involve personal data or data processing, in line with the School's Data Protection, Information Security and IT Acceptable Use policies

## THE PERSON

The School is looking to appoint a highly qualified SEN practitioner who understands the needs of students with a range of underlying learning difficulties and disabilities. You will have experience of teaching literacy, numeracy, and study skills to students with a range of abilities and learning differences and will have a thorough knowledge of a range of appropriate learning strategies.

The successful candidate will have Qualified Teacher Status or NQT, a good honours degree and other SEND specific courses/qualifications.

They will have experience of and the ability to teach and differentiate across a wide spectrum of needs and abilities in the Secondary sector. This will include teaching literacy, numeracy and study skills to high achieving students with a range of learning differences and will have a thorough knowledge of a range of appropriate learning strategies.

The successful candidate will be expected to get involved in all aspects of this busy boarding school (which would normally include one evening duty per week), including acting as a tutor to a group of students within a Boarding House.

All teachers are expected to contribute to the School's co-curricular programme and co-curricular activities alongside their academic responsibilities.

Please read 'Join Our Team' and the 'Recruitment pack' to be found on our website which gives an impression of the ethos to which it is expected that the successful candidate will contribute.

If you have any questions or would like to discuss any aspect of the post informally, please contact Krystle Flack, Head of Learning Support by email in the first instance:  
[kjf@cranleigh.org](mailto:kjf@cranleigh.org)

**The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.  
The post holder will be subject to a DBS check.**