

## SEMH TA RP – Grade 5

### Job Description

Working alongside the Director of SEND and RP student manager

#### Support the SEMH and academic progress of the students within the Resource Provision:

- Support the delivery of high quality SEMH provision within the RP and the wider school
- Work alongside the Director of SEND/ RP lead and Student Manager to engage students in their education through promoting a healthy and supportive working environment.
- Lead activities with individuals or small groups of students to facilitate their physical, emotional and educational development within a safe environment.
- Promote and reinforce self-esteem and encourage achievement and development in students.
- Coordinate interventions for students accessing the RP .
- Attend meetings to discuss student progress
- Develop and lead workshops that support the development of positive student wellbeing.
- Monitor the attendance and behaviour data for students under your care- leading tutor time sessions to prepare them for the day ahead
- Prepare students for public examinations and secure appropriate access arrangements by liaising with the Director of SEND.

#### Team responsibilities

- To contribute significantly to the Resourced Provision development Plan and Faculty Review
- Contribute to the planning for and implementation of the efficient and effective deployment of staff and resources
- Maintain and develop up-to-date knowledge of National and local initiatives which may impact upon policy and practice with respect to SEMH
- Ensure effective systems of communication, including feedback about pupil's learning to inform future planning
- When needed, contribute to faculty meetings
- Be an active part of the Whole School and faculty CPD programme
- Provide opportunities for observation of colleagues in order to share and develop best practice
- Build effective relationships and work in partnership with practitioners to respond to pupils needs as effectively as possible
- Contribute towards the Annual Review process under the guidance of the Director of SEND

#### Day to Day responsibilities

- Teach an appropriate allocation within RP as required

- Support students in mainstream lessons as required
- Work collaboratively with the Learning Intervention team and other professionals and agencies to effectively manage the learning of students with SEMH issues
- Interpret and anticipate pupil's behaviour and respond in line with school policy
- Implement agreed behaviour management strategies to promote positive behaviour and support and encourage pupils to manage and take responsibility for their own behaviour
- Attend staff and other meetings and participate in staff training as required
- Maintain accurate and up to date records using centralised recording and reporting systems
- Liaise with external agencies and teams within the school as appropriate
- To be a key point of contact for students, staff, parents and carers
- Contribute appropriately to lesson cover and duties

#### Progress achievement and attainment of students

- Monitor, evaluate and review the achievements, progress and attainment of students, particularly those with SEMH issues, using whole school reporting systems
- Collect and interpret assessment data gathered on students with SEMH issues and use this to inform practice
- Work with students, home, subject leaders, class teachers with tutorial and pastoral responsibilities to ensure realistic and challenging expectations of progress, attainment and achievement is set for students with SEMH issues
- Support developments and initiatives to improve standards in literacy and numeracy as well as access to the wider curriculum
- Review School Focused Plans, Strategy Sheets and Education and Health Care Plans with students, parents, and teachers and agree and communicate new targets

#### General

- To ensure the safeguarding of our students is at the core of all aspects of the role. To keep up to date with any additional new guidance or training brought to your attention by the Designated Safeguarding Lead.
- Keep up to date with HCCS policies and procedures and undertake relevant training.
- Prepare for and attend regular performance management sessions to monitor progress against agreed objectives.
- Uphold the aims and objectives of HCCS and ensure these are reflected in your work.
- Fulfil your responsibilities outlined under the HCCS Health and Safety Policy and share responsibility for own safety and that of students and colleagues.
- Notwithstanding the detail in this job description, the post holder will undertake such work as may be determined by the Head teacher/Governing Body from time to time, up to or at a level consistent with the main responsibilities of the job