



## **Job Description**

**Core Intervention Specialist**  
**Line manager: Curriculum leads of Maths / English**  
**Grade 7 (SCP 17-23)**  
**Up to 37 hours a week**  
**39 Weeks**

### **Core Purpose**

The purpose and function of our Core Intervention Specialist Team is to support the learning of underperforming students in improving their attainment by using data and information based targeted intervention within the context of inclusive teaching and learning.

### **Key Responsibilities**

- Undertake a specialist role using appropriate multi-sensory learning strategies, resources and specialist equipment to meet the learning objectives of lessons, differentiating tasks as appropriate for individuals or groups of children with varied abilities and special needs.
- Within a framework prescribed by the school, prepare, plan and implement individual, group and some whole class learning activities and intervention programmes across the whole school, working alongside and in conjunction with professional teaching staff.
- Manage the behaviour of whole classes of pupils whilst they are undertaking their work to ensure a constructive environment, and pre-empt/deal with situations arising in accordance with school policies and procedures.
- Evaluate pupils' responses throughout learning activities, determine what each child can achieve unaided and the point of intervention for the provision of appropriate learning scaffolding.
- Analyse, monitor and track individual pupil progress through a range of assessment and monitoring techniques; deliver pupil learning boost sessions for identified and specific areas of weakness; provide accurate assessments and reports on development to inform the class teacher's decisions regarding Individual Education and Behaviour Plans for pupils.
- Access, maintain and update a range of pupil and school records to facilitate assessment of pupils' progress.
- Ensure that pupil's health and safety is maintained in, around and for out of school educational visits including supervised use of subject specific tools, equipment and learning materials.
- Supervise attendance to the pupil's personal, social and physical needs by other school staff so that pupil's wellbeing is maintained.
- Prepare and maintain classroom resources (including control of stock within the classroom) so that they are readily available for use.
- Liaise with other professional staff, parents and outside agencies to ensure effective communication concerning the maintenance of pupils' wellbeing.
- 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.



## General

- To be a qualified First Aider and be part of the whole school First Aid rota, supporting the Healthcare Officer.
- Contribute as a member of the Information, Data Team to regular shared discussions and decision making to facilitate collective responsibility ensuring the effective management and delivery of the school's information, data and communication needs.
- 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 your own safety and that of students and colleagues.
- To ensure the safeguarding of our students is at the core of all aspects of the role. Attend annual safeguarding training and keep up to date with any additional new guidance or training brought to your attention by the Designated Safeguarding Lead.

## Personal Attributes and Skills:

- Excellent communication skills
- Able to work effectively under pressure and an ability to prioritise workload
- Be an effective team member and ability to share ideas
- Self-motivated with an attention to accuracy and detail
- Proactive and problem solver
- Calm and confident
- Honest and trustworthy
- Discreet and confidential
- Work with energy, commitment and good humour
- Strong understanding of IT software programmes.

*Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not have been identified. Job holders will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.*

*Notwithstanding the detail in this job description, in accordance with the school's Flexibility Policy the job 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 Principal Responsibilities of the job.*