

Role Description

Learning Support Teacher (Junior School)

Reports to: Head of Junior School

Supervisor: Learning Support Coordinator

The Learning Support Teacher also works at the direction of the Junior School Deans

The Learning Support Teacher identifies and assists students with additional learning needs and those requiring EAL/D support through in-class, group and individual programs.

Professional Responsibilities

Student Wellbeing

- Provide a safe, joyful, positive and supportive environment for all students, implementing the School's welfare and discipline policies and procedures
- Liaise cooperatively with parents to promote the wellbeing of students
- Keep Senior Staff fully and promptly informed of the needs of students and their families.

Teaching and Learning

- Assist teachers in identifying students in need of learning support across the Junior School using objective data, including standardised tests
- Contribute to IEPs in consultation with the Learning Support Coordinator
- Assist with parent/teacher interviews and case conferences
- Collaborate with teachers to develop differentiated classroom programs and implement adjustments
- Develop, implement, register and evaluate learning support programs
- Provide direct teaching and/or in-class support to students
- Assist the Learning Support Coordinator in ensuring the Teacher's Aides support individuals or groups through withdrawal programs or in-class support
- Assess, document, track and report student progress and contribute to moderating processes
- Develop and maintain expertise in learning support and EAL/D
- Maintain a thorough understanding of NSW syllabus documents
- Maintain accreditation and actively participate in Professional Development opportunities provided by the School
- Embrace the implementation of Meriden's Fidelis Model in the Junior School.

Administration

- Keep the Learning Support Coordinator informed of the needs of students in the Learning Support and EAL/D programs
- Maintain a working knowledge of current legislation as it relates to the needs of our students
- Attend to all record keeping, marking, documentation and administration
- Contribute to the collection of data and moderation process for the NCCD
- Meet deadlines, attend staff meetings and interviews etc.; be punctual
- Maintain a clear working knowledge and application of School policies and procedures
- Complete supervision duties and other general and administrative tasks as required
- Understand the Australian Professional Standards for Teachers and participate in the School's staff review processes.

School Community

- Represent the School positively and appropriately with high standards of speech and attire
- Promote unity and wellbeing within the staff; communicate and address concerns appropriately to Senior Staff
- Interact positively with all members of the School community
- Welcome parents and visitors
- Participate fully in the wide range of special events and cocurricular activities (including camps and excursions) that comprise the life of the School
- Maintain confidentiality and respond professionally and sensitively to students and their families
- Be loyal to the School and the Principal
- Fully embrace and support the Christian ethos of Meriden.