



Beths Grammar School

SEND LEARNING SUPPORT ASSISTANT

Recruitment Pack





Dear Applicant,

Thank you for your interest in this exciting and very important post.

Beths is an academic institution that fosters an ethos in which working hard and wanting to achieve are the norm: where it's cool to be clever and successful. This is as true for the staff as for the students. We are ambitious for the young people in our care and seek to help them secure the very best outcomes of which they are capable. As a selective school, the staff have the privilege of educating intellectually able young people; and the students have the privilege of being in classes in which progress in learning can be rapid, and subjects explored in real depth.

As a school, we are committed to being a world-class learning community that enables all young people to succeed. We aim to create young adults who are forward thinking, confident, motivated, competitive and are highly successful. They understand the purpose of becoming an independent learner and strive to become self-directed and comfortable with the unknown.

Central to everything we do is the culture of high expectation and aspirations. Students are encouraged to develop a love of learning and reading, to think for themselves and to maximise their full potential.

We are looking for an individual with real drive. Someone who is unafraid to tackle difficult issues, who knows what Outstanding looks like, and who, along with the rest of the team, is committed to working tirelessly to achieve it; someone with determination, resilience, humility and a sense of humour.

We are looking for a dynamic and innovative person, who is committed to providing an educational opportunity for all in a world class learning culture, who will support individual endeavour through high expectations, personal growth and development, whilst ensuring that exceptional achievement and excellence are embedded in all aspects of school life, and thus play a pivotal role in shaping the future of Beths Grammar School. The successful candidate will gain a wealth of experience from working across the school receiving support and guidance from the Headteacher and a very experienced Senior Leadership Team.

If you share our passion for students succeeding and our development of the 'whole student' and believe you have the skills to lead and inspire others, we very much look forward to hearing from you. I look forward to reading your application.

With best wishes,

RJBlyghton

Mr R J Blyghton
Headteacher



BACKGROUND

Set in acres of pleasant grounds, Beths Grammar School is located within easy commuting distance of both central London and Kent, offering the advantages of a diverse and forward-thinking community within a haven of green space. The mainline railway station is less than ten minutes' walk away; while for road users, there is a junction on the A2 close by (two of the three school fields run alongside the A2). Many



staff choose to live close to the school, or in neighbouring boroughs, and the borough of Bexley has a wealth of high performing schools and good quality housing stock at competitive prices.

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While Beths is a traditional grammar school, it is geared for the twenty-first century. ICT is widely used and both students and staff are provided with their own electronic devices. We offer a broad and balanced curriculum that not only enables all boys to take the EBacc, but also encourages them to study subjects such as music, drama and art. A wide range of A Levels is offered in our large Sixth Form.

As well as being a beacon of academic pursuit and excellence, Beths Grammar School is renowned for its enviable co-curricular enrichment programme that, through sport, the arts, clubs and societies, nurtures the whole child. This is why many boys – and girls in the Sixth Form – want to come here; and it is also why so many parents are pleased to send their children to Beths. Emphasis is placed on developing leadership skills, best exemplified by the work of the prefect teams, but also through opportunities lower down the school such as our thriving School Council. We believe our students are our best ambassadors. We value our students collectively and individually and acknowledge – and celebrate the fact – that they are all different.

Beths is committed to staff development. We have a strong CPD programme based on the principle of 'expertise from within'. Staff at all career stages have opportunities to lead training and we are keen to develop the leadership skills of our members of staff as we are those of our students.

Our students achieve highly in Year 11 and the Sixth Form; but we are not complacent. At Beths we are determined to deliver the very best to our students – and we seek to recruit like-minded, outstanding practitioners who also want to give the wonderful young people who study here the world-class education they deserve.



SEND Learning Support Assistant

JOB DESCRIPTION

Post Title:	SEND Learning Support Assistant
Department:	SENCo
Grade:	Bexley scale 7.1-7.4 (£31,524 - £32,931 FTE, Outer London)
Responsible to:	Head of IEN/SENCo
Start date:	ASAP

We are looking for a Teaching Assistant to support some children with Individual Needs and when required, to assist with classroom cover in the absence of a teacher (approximately 5-10 hours per week). The children all work as part of the grammar class but benefit from statutory support in the classroom. The role is 35 hours per week, 39 weeks per year (Term time plus 1 week). You will be working 08:30-16:30, Monday to Friday with a 1-hour unpaid break.

The main purpose of the role:

The purpose of the LSA is to support the children with their learning and general wellbeing and to ensure every child has the best opportunity to reach their full potential in a caring and safe environment. Each approach will be tailored to the individual student.



SEND LSA JOB DESCRIPTION

ACTIVITY	RESPONSIBILITY	NOTES
Line Management	<ul style="list-style-type: none"> • Responsible to the Head of IEN/SENCo 	
Duties	<ul style="list-style-type: none"> • To work with individual students and small groups to help address their specific needs • For students withdrawn from lessons for behavioural reasons, to supervise the completion of work set by class teachers. • To work with such students to identify the causes of the behavioural problem and to help to develop strategies to avoid recurring problems. • Supervising students in lessons, in accordance with school policy/procedure during the short term absence of teachers • To attend appropriate training to further develop skills in respect of the requirements of the post. • To work with the SENDCo (Head of Individual Needs Department) to devise and deliver appropriate programmes of work for these students • To establish a caring and supportive relationship with SEND students in order to support them with their work and in feeling safe and confident within the school • To promote and encourage independence and personal development in students whilst maintaining high expectations of behaviour at all times • To liaise with Class Teachers to ensure the SEND students individual needs are understood and met • To keep records of students' individual needs up to date on SIMS • To liaise with parents regarding the students learning plan 	



SEND LSA PERSON SPECIFICATION

Essential	Desirable
GCSE Maths and English Level 2/C or above qualification	Knowledge or experience of pupils with SEN
Understanding of the Safeguarding principles and Child Protection procedures	Previous experience (at least one year) of working as a L2 qualified or equivalent TA
Commitment to the role, the desire to put the child first and treat them as an individual	L3 award in supporting teaching and learning in schools or equivalent
Be positive and creative in meeting pupils' needs	Working knowledge of SIMS
Excellent administration skills communication and the ability to multitask	
Excellent interpersonal skills and an ability to communicate effectively at all levels	
Have a confident nature and a good sense of humour, able to work flexibly as part of a team	
Good IT skills and a working knowledge of applications including Microsoft Word, Excel and Outlook	
A strong ability to work collaboratively with others as well as flexibly and independently and to be able to relate to young people, their parents/carers and other adults in an understanding and positive way	
An awareness of and commitment to safeguarding children	
Well organised with a strong attention to detail	
An understanding of Data Protection legislation and the need to maintain strict confidentiality and ensure data security	
Resilience and an ability to work under pressure, and to prioritise own workload to achieve deadlines	



Salary – SEND LSA

The post is offered in the Bexley scale 7.1-7.4 with the Outer London weighting.

Why Join the Beths Community

- All staff receive their own laptop
- CPD programme for staff development
- 24/7 Employee Wellbeing Support Programmer (free & confidential)
- Cycle to work scheme
- Use of School gym
- Staff social events

Appointment Process

Applications should reach the school by **9am Friday 24th January 2025**. We prefer electronic submissions and application forms can be found on TES or on the school website, no CVs please.

Prospective candidates are very welcome to look around the school and meet the Headteacher and other senior staff by appointment. Our website and school films will give you a flavour of the vibrant and exciting environment we work in.

We intend to interview **on an application basis**.

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. We will ensure that all our recruitment and selection practices reflect this commitment. All shortlisted candidates will be asked to complete a criminal records self-disclosure form and successful candidates will be subject to Disclosure and Barring Service (DBS) checks along with other relevant employment checks, including an online check.

