

**Alternative Provision**

**Job Description**

These duties are neither exclusive nor exhaustive and the postholder may be required to undertake other duties and responsibilities without changing the general character of the post and commensurate with the teacher terms and conditions.

**SALARY: Unqualified Teacher scale £22,601 - £35,259 (pro rata £17,103 - £26,682) (pay commensurate with experience)**

**HOURS: Term Time Only plus INSET Days,**

**Monday to Friday - 32.5 hours per week**

**(unpaid lunch)**

**LOCATION: Worthing High School, South Farm Road,**

**Worthing, West Sussex BN14 7AR**

**Headteacher: Adrian Cook**

**THIS POST IS PERMANENT**

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| **Job Title: Alternative Provision Practitioner** |
| **Accountability: Alternative Provision Co-ordinator** |
| **Job Summary:**  The role will require a flexible and engaging practitioner that will:   * Plan and deliver engaging lessons for identified individuals and groups. * Plan and implement the delivery of Forest school, food and cookery and life skills programmes. * Implement bespoke level 1 and level 2 qualifications that meet the needs of varying cohorts including vocational qualifications. * Plan, deliver and quality assure AQA unit awards. * Mark and moderate NEA and unit awards for all qualifications delivered. * Use data to identify and support students with additional needs which will include students identified as having SEND (EHCP and SEN K), pastoral or Social, emotional and mental health needs. * Write reports of progress for both academic and non-academic interventions. * Think creatively to inspire and engage all students. * Have a can-do attitude. * Create career pathways and ensure post 16 options for identified students. * Collaborate with the career’s adviser. * Extend learning outside the classroom and make links with the community. * Develop functional and life skills in order to deliver a holistic curriculum. * Underpin the Worthing High School core values and high standards through vocational programmes and targeted intervention. * Lead educational visits. * Risk assess and manage challenging learning environments (in the context of using tools and equipment) * Support the behavior of students identified as having SEND through alternative provision. * Use data to identify students requiring support where behaviour is driven by SEND. * Communicate interventions and outcomes with key stakeholders. * Work collaboratively with the Head of Inclusion and Deputy Headteachers to create bespoke pathways for students. * Keywork students.   Their support must fulfil the requirements of the EHCPs (Education, Health & Care Plans) and internal Personal Programmes. |
| **Personal Specification:** |
| **All criteria are essential unless stated otherwise**   * A Level 2 or equivalent qualification in Maths and English. * An ability to maintain high professional standards and the ability to follow quality assurance systems * An ability to relate well to all students ensuring that their needs are met * An ability to put the needs of the student first * An ability to develop effective and supportive relationships with colleagues * An ability to be clear, concise and fluent in both written and oral communication * Have experience in working with children and young people with social, emotional and mental health needs or who struggle with self-regulation. * Have experience delivering interventions and programmes within or outside of the classroom e.g. Academic interventions, Forest Schools, John Muir, food and preparation, life skills/or a willingness to complete CPD to deliver these elements. * An ability to use ICT to support the role. * Proven ability to remain calm and self-controlled under pressure, reacting well to change and remaining positive to setbacks * An ability to understand and demonstrate commitment to the WHS Equality Policy and to ensure all activities are consistent with it * An ability to utilize behaviour management strategies within the policy of the school. * An ability to risk assess and work safely with specialist tools and equipment outside of the classroom. * Experience of safeguarding children and young people in different situations. * Prepared to undertake training/development as required * Have excellent knowledge in a range of different barriers to learning * Show commitment to continuous personal learning and development which supports the delivery of outstanding service * Worthing High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment * Have or are willing to undertake CPD and training in the delivery of appropriate programs and interventions: e.g. John Muir conservation, Forest Schools, Food Hygiene. |

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| **Duties:** |
| **Key Duties:**   * Please refer to job summary at the top of the job description.   **Other Duties**   * Contribute to programmes of support for identified students and deliver specific interventions as directed by the Alternative Provision Co-ordinator or SLT. * Support reintegration of students into class following targeted intervention. * Ensuring staff are informed about individual needs and learning strategies * Be familiar with lessons plans, individual learning plans and learning objectives * Provide support for students by encouraging and modelling positive behaviour * Helping students assess their own work and that of their peers * Jointly modelling speaking and listening pair tasks * Rehearsing answers to “think” or “explain” questions for plenary or feedback sessions * Encouraging participation using questions and prompts * Scribing and reading for exams where needed. * Ensuring effective use of ICT, assistive technology and other equipment * Reading texts and ensuring access to information * Providing an opportunity for the student to verbalise and discuss new learning * Reinforcing new vocabulary and key words through practical tasks. * Reinforcing new language structures * Providing appropriate scaffolds for organising and producing written work * Adapting teaching and learning to meet the needs of all students * Checking understanding through a range of questioning and rephrasing/modifying tasks and instructions so they are clearly understood * Encouraging independent learning strategies * Reminding students of personal programme and lesson targets * Keeping students on task * Providing behaviour management and supporting staff with identified key worker students * Assisting in maintaining safety in the classrooms * Ensuring that records are kept, as required, and that appropriate staff are regularly informed about student progress * Ensure the physical welfare of students and assist students with their physical needs as appropriate and agreed, eg assisting with equipment * To support and deliver subject specific training to other support staff * To attend department meetings, as required * Engage with the school CPD programme and commit to personal CPD. * Undertake any other reasonable duties from time to time as may be directed by the Headteacher |
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Please note, because of the nature of this job, if you are successful in your application you will be subject to a criminal record check from the Disclosure and Barring Service before the appointment is confirmed. This will be done by means of applying for an “Enhanced Disclosure”. Disclosures include details of cautions, reprimands or final warnings as well as convictions, spent or unspent.