

Post Title: Inclusion Support Worker (A5217)

Evaluation: Grade: N5 Points: 463

Responsible to: Senior Adviser SEMH

Responsible for: N/A

Job Purpose: Under the direction of the Senior Adviser SEMH or designated teacher, provide advice, support and intervention work for specified children, particularly children displaying social, emotional and mental health difficulties. This will take place in schools and in a central hub and will require travel between sites across Newcastle.

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. Participating in the curriculum planning process and providing detailed assessment where appropriate, within the guidelines established by the teacher. This might include assisting in the setting of individual aims and targets for children based upon the observations and assessments carried out.
2. Supporting individuals or small groups of children and participating in the general activities of the children within the classroom.
3. Making contact with parents including informal daily contact, meetings concerning the education and welfare of children, meetings concerning non-educational matters etc.
4. Under the direction of specialist teachers, contributing to the development of children's skills by using a small step approach towards identified targets and modelling evidence-based strategies to upskill school-based staff across Newcastle.
5. Assisting children and young people to develop a positive view of their neurodiversity through an understanding of their strengths and differences.
6. Provide training and guidance to school staff to help them implement effective plans for targeted pupils.
7. Participative involvement as a member of a professional team in assessment of children including providing information to inform review meetings or the statutory assessment process.

8. Active involvement in the provision of an effective learning environment for all children to promote inclusive education.
9. Contribute to detailed progress tracking for individual pupils.
10. The provision of general care and welfare responding appropriately to the physical, social, emotional and educational needs of the children, including intimate care.
11. Ensure a safe environment for children both within and outside the classroom and operate within the school's Health and Safety policy.
12. Supporting the specific health needs of targeted children.
13. Promote and implement the School's/Council's Equality Policy in all aspects of employment and service delivery.
14. Assist in maintaining a healthy, safe and secure environment and to act in accordance with the City Council and School's policies and procedures.

January 2022