# SEND Support Worker

## Job Description

Reports to: Manager – SEND Outreach Service

Direct reports: N/A

Grade: **N6**

Reference: **A4979**

## Purpose

Under the direction of the Manager of SEND Outreach Team or other designated teacher, provide advice, support and intervention work for specified children within schools, particularly children with special educational needs.

## Main Duties

These are some of the typical duties you will be expected to perform. This is not exhaustive, and you may need to complete similar tasks as required.

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 for limited periods. 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. 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.

7. Active involvement in the provision of an effective learning environment for all children to promote inclusive education.

8. Contribute to detailed progress tracking for individual pupils.

9. The provision of general care and welfare responding appropriately to the physical, social, emotional and educational needs of the children, including intimate care.

10. Ensure a safe environment for children both within and outside the classroom and operate within the school's Health and Safety policy.

11. Supporting the specific health needs of targeted children.

12. To promote and implement our *Diversity, Equality, Equity, and Accessibility* policy in all aspects of your employment.

13. To help maintain a healthy, safe, and secure environment and to adhere to our policies and procedure.