



Ochil Tower School

living, learning and growing together

POST:	Class Assistant /LS Group Worker
HOURS:	38 hours pw, 39 weeks a year
REPORTING TO:	Teacher
SALARY:	£21,000.00 – £22,277.50 depending on experience and qualifications
HOURS:	Monday to Thursday 8.45 am-4.45 pm, Friday 9 am-3pm
JOB PURPOSE	
Supporting pupils in the classroom setting to achieve learning aims and care and support in the house setting for pupils when required. This may include helping with personal hygiene to whatever extent is required. Meeting and addressing challenging behaviour. Encouraging the pupils to engage in a meaningful and structured daily routine.	

MAIN DUTIES

Major Tasks

- Support the teacher to provide an individualised educational experience in a safe and nurturing environment within the context of a class for pupils with ages ranging from 8 -21.
- Actively support the teacher to deliver the curriculum. Under the guidance of the teacher to prepare lesson materials.
- Actively take responsibility to look after the physical environment of the classroom
- Actively participate in the process of professional supervision, which focuses on support, learning and accountability.
- Support the teacher to deliver national qualifications, ASDAN and a range of Awards.
- Ensure that appropriate procedures are observed in relation to the health and safety of pupils and colleagues.
- Report and discuss pupil progress with the teacher and the team and actively support and engage in monitoring, assessment recording, profiling and reporting.
- Assume responsibility for continuing professional development.
- Attend all required training sessions during contracted weeks
- Support the houses during breaks, lunch and rest hour when needed and agreed by the teacher
- Carry out any other duties as required by the organisation.

QUALIFICATIONS

Essential

- SSSC Registration (required within 6 months of start date) or existing GTCS Registration

Desirable

- SVQ 3 Social Services (Children and Young People) at SCQF Level 7 plus HNC Social Care and / or Certificate as a Classroom Assistant (or equivalent)

EXPERIENCE AND SKILLS

Essential

- Six months experience of classroom assistance/support work with young people with Additional Support Needs
 - An active interest in the Curriculum for Excellence.
 - An active interest and support for the culture and values of Ochil Tower School. •
- An active interest of Educational Theory
- An active interest in Principles and Practice of Social Pedagogy.

Desirable

- An interest in Principles and Practice of Waldorf Education.
- An interest in the History and development of Camphill Communities.
- An interest in the History and development of Ochil Tower School

PERSONAL ATTRIBUTES**Essential**

- Resilient
- Positive outlook
- Optimistic
- Pro-social
- Stamina and endurance to be appropriately assertive
- Handle pressure well
- Ability to set limits and boundaries and able to know their own limits and ask for help or respite
- Willing to be emotionally involved but also to step back when appropriate. •

Honest

- Trustworthy
- Fair & consistent in approach
- Reflective

Desirable

- To participate where possible in after school activities and the cultural life of the community, ie festivals, parties, birthdays, etc.