



Liberty Woodland School - Job Description

Role: Learning Associate (Teaching assistant)

Hours: Full-time, term-time plus 15 additional working days

Terms: Permanent role with a four months' probationary period

Reports to: Head of School

The Role

As a Liberty Woodland School Learning Associate, you'll be tasked with supporting and providing a high standard of education in our beautiful outdoor school. Together with your Senior Learning Associate (class teacher), you will be responsible for a class group of up to 20 children. You will work closely with your Senior Learning Associate to use your existing skills, experience and passion to support the teaching of project based learning, literacy, maths and environmentalism as well as the wider curriculum. Your teaching space includes a class den as well as abundant outdoor space to encourage play as well as focused lessons and learning activities. You'll accompany and safeguard children on the school bus service into and home from school once per week from either our Barnes, Fulham or Twickenham bus stop.

Key Responsibilities

Teaching

- Support in the delivery of well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Support in developing cross-curricular projects inspired from children's interests.
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Lead small groups of children in core skills (maths and literacy) sessions, supported by the class teacher. Further training and support will be provided for this.

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Advocate to the greater public the value of the LWS education and outdoor learning.

Safeguarding

- Promoting and safeguarding the welfare of the students.
- Maintain good order among pupils, managing behaviour effectively to ensure a positive and safe learning environment
- Adhere to any relevant Policies about Keeping Children Safe, ongoing safeguarding, Equal Opportunities, Data Protection and Confidentiality
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Read, understand and adhere to all policies and procedures relevant to your role and the safe running of the school.
- Keep completely confidential any information regarding the children, their families or other staff that is acquired as part of the job.
- Ensure good standards of safety, hygiene and cleanliness are maintained at all times.

Communication and working with colleagues

- Communicate effectively with pupils, parents and carers
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues
- Contribute effectively to maintaining positive relationships and community wellbeing

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Be aware of the high profile of the school and to uphold its standards at all times, both in work hours and outside.
- Communicate effectively with pupils, parents and carers
- Abide by the standards set out in the LWS Staff Code of Conduct

Other Professional Duties

- Promote the Liberty Woodland School and Outdoor Learning ethos and work alongside the Head of School and staff team to ensure that the school's philosophy is fulfilled.
- Take part in further training and development in order to improve own teaching

- Take part in the appraisal and professional development of others, where appropriate
- Help maintain equipment and resources.
- Support all staff and play a key part in keeping team morale high.
- Carry out such duties, including cover for absent colleagues, as required by the Head of School, punctually and efficiently.
- Attend whole school meetings, staff meetings, Inset days, training, exhibitions and similar important events both in and out of normal working hours.
- Take part in the school's performance management scheme and appraisal on an annual/biannual basis.
- Due to the outdoor element of the school there are physical demands of this role. The work is practical by definition and moderate levels of physical effort. It involves lifting and handling of training equipment, play equipment and other resources and to be involved in practical activities and physical care of learners and the environment. Activities are mainly out of doors and this will require walking and managing on uneven surfaces and in unpredictable weather conditions. You are required to be a role model for the staff and learners you work with, adhering to the Health & Safety procedures

Qualification and Experience

- Experience of working with 4 to 11 year olds in a primary school setting desirable
- Forest School Level 2/3 desirable, but not essential
- Experience within an outdoor education environment desirable, but not essential

Personal Attributes and Skills

- Flexibility and adaptability
- Positive attitude towards outdoor education and innovation
- Passion and creativity
- High-energy, active and resilient
- Excellent communication skills
- Team player
- Approachable and caring
- Reliable and respectful when interacting with parents, colleagues and the community
- A love of the outdoors
- Kindness

About Liberty Woodland School

OUR VISION: *To Develop Young People Who Will Be Most Likely To Succeed In The 21ST Century*

OUR MISSION: *Through our unique outdoor environment, we develop inquiring, independent and kind global citizens who are emotionally intelligent, innovative problem solvers, empowered, inclusive and socially responsible.*

AIMS FOR OUR SCHOOL:

- *To provide a rich, diverse and challenging education through excellent and innovative teaching and learning that is immersed in the natural world.*
- *To celebrate success, promote a "can do" attitude and inspire each other to achieve their best.*
- *To support personal development, social responsibility and a sense of self-worth.*

Liberty Woodland School is an equal opportunities employer and welcomes applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.