



Exmouth
Community
College
Academy Trust

Job Pack

SPECIALIST LEARNING MENTOR

Supporting a deaf student

Fixed Term

NJC Grade D

Closing Date: 28th February 2025 at 10.00am

Interview Date: 7th March 2025

Job Description

Title:	Specialist Learning Mentor for Deaf Student
Contract Type:	Fixed-Term (linked to a Y8 student with an Education, Health and Care Plan)
Start Date:	As soon as possible
Grade:	NJC Grade D (scale points 7 to 12)
Salary:	£17,382.77 – actual starting salary per annum Annual progression to top of the Grade D (£18,827.94 actual salary per annum)
Hours:	Monday to Friday 8.25am – 3.00pm (includes a daily 30 minute unpaid break) 29.60 hours per week x 38 weeks of the year (term time only) (Part time hours will be considered)
Reporting to:	SENDCo
Responsibility for:	No line management responsibilities

Purpose of the Job

A successful candidate will need the ability to connect with a young person who is determined, sporty, enthusiastic and has a great sense of humour. The student can use sign language and although British Sign Language skills are important, finding the right person who is willing to train in BSL whilst making a real connection is perhaps the most significant part in this role.

The post is linked to a student with an Education, Health and Care Plan and is offered on a fixed term basis. The student started at Exmouth Community College in September 2023.

Part of this role will be to plan and provide support for a profoundly deaf student with cochlear implants, to enable them to access the curriculum. **If the successful candidate does not hold a BSL Level 2 qualification, they will be required to commit to achieving this qualification at the earliest available opportunity.**

The post holder will need to:

- Have previous experience of supporting students at school.
- Be able to connect with, enthuse and engage the student.
- Be actively involved in planning and implementing support programmes for deaf students with guidance from the Advisory Teacher of the Deaf.
- Be able to support other staff in the school working with deaf and hearing impaired students.
- The post holder will preferably hold a level 2 BSL qualification. Candidates who will be able to form positive relationships and be a good role model will be considered.

Key Responsibilities

- Provide communication support for a profoundly deaf student, to include clear lip patterns, ability to use some British Sign Language, ability to adapt and modify language.
- Notetaking to support the student during lessons to be used as a post teaching tool when required.
- Support development of a positive deaf identity.
- Support partner working, allowing the student to communicate independently as much as possible.
- Pre/post teach where needed, addressing the vocabulary and conceptual gaps during time made available.
- Support the implementation of reasonable adjustments in the classroom and during assessments and exams.
- Liaise with the Advisory Deaf Inclusion Worker, the Advisory Teacher of the Deaf and Cochlear Implant Team implement provision outlined in reports.
- Liaise with the family.
- Liaise with subject teachers about new concepts and vocabulary to be covered.
- Support the deaf student's socialisation and build confidence to self-advocate to staff and peers.
- Encourage attendance at events.
- Contribute to whole school deaf awareness. Reminding teachers and support staff to ensure they face the student, allow one student to talk at a time, use the ALD, using their name when they first address them, allow extra processing time.
- Help with the use of technology and accessibility for the deaf students, iPad, links to computers.
- Contribute to reports for the Annual Review.
- Assist with a support group for deaf students in school.
- Assist with lunchtime supervision of students when required.
- Any other duties commensurate to the post.

Working Conditions

- Normal classroom environment
- The College is located on a large, split-site. Walking between classrooms in all weather conditions is required.

Physical Demands

- Sedentary – Involves sitting for most of the time but may involve walking, standing and exerting minimal force/lifting light weights occasionally for brief periods of time.

Person Specification

Attributes will be assessed via the application, certificate, interview, assessment, observation and references

Attributes	Essential	Desirable	How Identified
Qualifications			
GCSE English and Maths at Grade 6 (B) / Level 2 qualification or above, or equivalent training / experience	✓		Application, Certificates.
Level 2 BSL or prepared to work towards BSL qualifications	✓		
Evidence of relevant Continuing Professional Development	✓		
Experience			
Working effectively within a school environment	✓		Application, Interview, Assessment / Observation, Reference.
Working with children of relevant age in a learning environment	✓		
Experience of supporting students with a hearing impairment	✓		
Skills and Knowledge			
Capacity to take responsibility, use initiative, work independently and demonstrate a proactive approach	✓		Application, Interview, Assessment / Observation, Reference.
Ability to work actively, productively and flexibly as part of a team	✓		
Confident user of ICT, including Microsoft Office packages	✓		
Excellent written skills and ability to communicate clearly with people at all levels in a professional and sensitive manner	✓		
Awareness and understanding of data protection and confidentiality	✓		
Understanding of learning environment in which schools operate, including health and social issues and child development	✓		
Understanding of classroom roles and responsibilities and understand own position within these	✓		
Ability to support other staff in the school working with deaf and hearing impaired students	✓		
Personal Qualities			
Ability to relate well to children, young people and adults	✓		Application, Interview, Assessment / Observation, Reference.
Proactively generate positive working relationships and inspire, support and energise others to achieve a common purpose	✓		
Adaptable, flexible and creative	✓		
Enthusiastic and motivated	✓		
Problem solver, analytic and strategic thinker	✓		

Additional Criteria

We have an expectation that all staff employed at Exmouth Community College will:

- Commit to the safeguarding and welfare of all students
- Understand and recognise the principles of equality and diversity
- Commit to regular and on-going professional development and high standards
- Demonstrate and promote good practice in line with the ethos of the College

Important Information

We are currently going through an exciting period of change as we are currently in consultation to join the Ted Wragg Trust. Joining the Trust will allow us to share best practice with other Trust schools, improve staff development opportunities and most importantly, improve the outcomes for our children. If you are successful in this post, you should be aware that your employment will automatically transfer to the Ted Wragg Trust via a TUPE process and further details on this will be shared throughout the recruitment process or as requested.

We are committed to providing the best possible care and education to our pupils and safeguarding and promoting the welfare of children and young people, and expect all staff to share this commitment. As part of our commitment, we need to ensure that all potential employees satisfy our employment checks. Please note that where appropriate, shortlisted and/or potentially suitable applicants will be required to undertake further checks. A satisfactory Enhanced DBS Disclosure (with Barred List check) will be required before the successful candidate can commence employment at Exmouth Community College.

Exmouth Community College will treat applicants who have a criminal record fairly and do not discriminate because of a conviction or other information revealed. As part of the recruitment process such information will only be considered in light of its relevance to the post for which you are applying. Failure to disclose previous criminal history could result in the withdrawal of an offer of employment. All information disclosed will be treated in the strictest confidence.

All shortlisted candidates will be required to declare information on any convictions, cautions, reprimands or final warnings, which would not be filtered in line with current guidance (see: DBS filtering guide - GOV.UK (www.gov.uk)). Therefore, if your application is shortlisted, and if you have received a conviction or caution which would not be filtered in line with current guidance, you must provide details on the Applicant Sensitive Information form which will be provided to you.

This post involves engaging in regulated activity relevant to children. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

To Apply

Please complete the Non-Teaching application form available from the College website. Your completed application form should be submitted before 10am on the closing date.

Email to: recruitment@exmouthcollege.devon.sch.uk

Or post to: Human Resources, Exmouth Community College, Gipsy Lane, Exmouth, Devon, EX8 3AF