



Job description			
Job title	Special Support Assistant		
Grade	G / SCP 19-22		
Directorate	Children's Services		
Service/team	Inclusion - Hearing and Vision Specialist Service		
Accountable to	Manager of Hearing and Vision Specialist Support		
Responsible for	Providing direct and indirect support to children and young people with hearing and/or vision needs under the direction of specialist teachers.		
JE Reference		Date Reviewed	Nov 24

### Purpose of the Job

Under the direction of the Qualified Teachers of Deaf Children & Young People (QToDCYP) and/or Vision Impaired, (QTVI) you will directly provide blocks of targeted support to Sensory Impaired children and young people (SI CYP) to enhance their overall learning and independent development, alongside their sighted and hearing peers.

### Duties and Responsibilities

The role of the Hearing and Vision Specialist Support Service (HaVSS) is to facilitate access and inclusion to ensure children/young people with Sensory Impairment reach their full potential.

In this role you will:

1 - work with the QToDCYP and QTVI to target provision to ensure access and inclusion of SI CYP by:

- modelling and coaching school-based staff in alternative approaches and resources to support learning
- provide training and monitoring the of the use of specialist equipment as required
- work with the child/young person in order to promote a positive Deaf/Vision Impaired identity, develop their independence and support their self-esteem and well-being
- understand, attend training and operate in accordance with national and local safeguarding and child protection requirements



- 2 - deliver aspects of the HaVSS specialist Hearing and or Vision Curriculum and Curriculum Framework for Children and Young People with Vision Impairment (CFVI) as blocks of work or as part of monitoring visits with SI CYP and to contribute to the ongoing development and review of this including contributing to additional content, sourcing resources and delivering modules.
- 3 - demonstrate high expectations of the school/setting and the SI CYP to ensure that the child/young person is fully included and has access to the curriculum in order to reach their full potential.
- 4 - share their specialist knowledge with school staff to build capacity and understanding of hearing/vision needs within the school to support inclusion and attainment.
- 5- oversee the necessary modifications and adaptations to materials and resources as required to ensure that access and inclusion is achieved in consultation with the specialist teacher and school.
- 6- work in partnership with charities and/or other partner agencies to promote/attend/facilitate groups for SI CYP and their families.
- 7- be prepared to work flexibly with SI CYP across all age groups and settings across the Borough.
- 8- be willing to train further in specialist skills such as mobility & habilitation, manual communication and tactile codes and technology in order to offer additional value-added support.
- 9- be a proficient user of ICT in order to actively contribute to the recording and development of service information.
- 10 - be responsible for keeping and updating service records in the agreed format and be able to report on the progress and outcomes of individual SI CYP or blocks of work undertaken at a school/setting.
- 11 - contribute to service training and delivery of INSET and training in schools.
- 12 - maintain confidentiality in all aspects of their work with SI CYP and adhere to GDPR regulations.
- 13 - work collaboratively with all Service members in a manner consistent with the Knowsley Values to achieve the shared goals of the Service and to develop the skill and knowledge base of Service staff.
- 14 - source CPD opportunities linked to performance management targets and which contribute to the Service Development Plan.



15 - to review their practice and consider their professional and personal development in line with Professional Standards for Teaching Assistants and Knowsley Values and record this in the agreed format

This is an intended guide to the range and level of work which would be expected from you. It is not an exhaustive list of all tasks covered by the role and you may be expected carry out other reasonable duties required by the Service manager.

### **Knowsley Better Together – Staff Qualities**



### **Health and Safety**

- The post holder requires an enhanced DBS certificate.
- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.

### **Data Protection and Information Security**

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.