



# Kennel Lane School

Valuing Achievement  
Encouraging Independence



## COMMUNICATION SUPPORT: BSL

Whole School



The Corvus Learning Trust is incorporated in England and Wales

Company number 11045796

Registered Office: Edgbarrow School, Grant Road, Crowthorne, Berkshire RG45 7HZ

# Job Description/Specification

Kennel Lane School: 2025

**Job Title:** Communication Support: British Sign Language (BSL)

**Responsible to:** Extended Leadership Team and Class Teachers

**Actual Salary (0.67): BGH points 15—24, £20,110—23,720 plus £488 fringe allowance**

**Work Pattern:** Term Time, plus training days/evenings, 30.00 hours per week

Monday—Friday 08.40—15.10

**Contract:** 1 Year, to be reviewed annually as the role is dependant on supporting a specific learner

## Job Purpose

To work with and support a profoundly deaf Key Stage 1 learner through their education journey who uses BSL at home and engages with the schools total communication approach e.g. PEX and Makaton.

## Key Responsibilities

As a BSL specialist, with level 3 proficiency, you will be expected to support a primary aged learner improve and develop their communication alongside various professionals and class practitioners. As part of this you will be expected to facilitate access to and understanding of learning and life skills.

When the learner is not in attendance the post holder is expected to support in class with the care of other learners under the direction of the class teacher.

## Support teaching & learning by:

- Using BSL to communicate effectively with a specific learner who is profoundly deaf
- Follow all relevant care plans and other support plans that are in place for this learner
- Maintain a safe learning and work environment by following the School's safeguarding policies and procedures
- Following the direction of the class teacher and Lead Learning Support Assistant by providing feedback, assessment and other information as required
- Foster and sustain a professional working relationship with parents, carers, families, therapists and other members of the school community
- Maintain knowledge and awareness of learner's Individual Education Plan (IEP) and social, emotional and behavioural needs, following internal support processes as required
- Support the Class Teacher and other professionals in delivering individual learner programmes and group activities, this includes but is not limited to; classroom lessons, community link activities, offsite trips/tasks, lunch time duties, sensory activities, sports activities and personal care

- Be aware of the importance of the learner's learning environment, taking the initiative to keep organised and hygienic spaces, setting up and storing resources and other equipment before and after each activity
- If required, be willing to learn about and/or adopt a PRICE team approach to supporting the management of learner's behaviour programmes
- Prepare learners by providing support with independence skills and be involved with pastoral support
- Maintain a safe working environment by keeping vigilance of the surrounding spaces, equipment and other areas of concern, by conducting safety checks and reporting any concerns in line with school processes
- Working flexibly across the school, as required, to maintain a safe operational environment and covering in other departments, as directed, based on daily staffing needs

Such other duties as may from time to time be necessary, in any part of the school with learners of any age or ability, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

### **Skills/Qualities**

- Individuals must be resilient and have the ability to remain calm during extenuating circumstances. In particular during cases that require medical support and administration.
- Be able to use initiative and make decisions on short notice and without the ability to seek immediate guidance
- Possess a positive approach to working with learners, motivating, inspiring and communicating with learners to promote a positive and engaging learning environment
- Keep the safety and welfare of learners at the forefront of every decision that is undertaken
- Have the ability to work with learner's from a range of backgrounds including those with complex needs and family structures
- Interpersonal skills to build relationships with learner's, parents, teachers and governors
- Total communication skills
- Excellent team working skills as the role requires working with other support colleagues, Classroom Teachers and other professionals, such as educational psychologists, speech and language therapists, social workers and external agencies
- A flexible and creative approach to work, supporting a range of school-related activities such as cooking, art, science projects and forest school
- A willingness to keep up to date with educational policy and training related to your role
- Ability to use basic technology and IT

- Ability to work constructively as part of a team
- Ability to relate well to adults and children, respond sensitively and flexibly to competing demands from pupils

**Qualifications/Training: (D—Desirable, E—Essential)**

- A—C in GCSE Maths and English language (E)
  - Qualifications equivalent to National Qualifications Framework for England and Northern Ireland Level 1 (GCSE's, NVQ Level 1, Vocational qualifications Level 1) €
- British Sign Language Level 3 license/certificate
  - Level 2 license or certificate will be considered for candidates with strong proficiency

**Other Work Requirements**

- Participate in training and other development activities as required
- Experience working as a support worker for 2 years
- Experience teaching BSL and Total Communication

**Work-related Personal Requirements**

- Committed to equality of opportunity
- Possess enthusiasm and commitment for working with deaf children

The post holder is responsible for ensuring that the school safeguarding and child protection policy is adhered to and concerns are raised in accordance with this policy. The post holder will be subject to an enhanced criminal records check and will be re-quired to consent to this.

All staff should retain strict confidentiality about all aspects of school life.

The post holder may at times be exposed to very challenging or unpredictable learner behaviour. All staff should participate in appropriate staff training and be aware of staff professional development within the school.

This job description is not necessarily a comprehensive definition of the post; duties may vary within this framework in line with its general character and level of responsibility.

(This job description may be amended at any time after discussion with the Headteacher, but in any case, will be reviewed annually when key tasks related to the school priorities will be determined.)