



Stamford

*Learning Development Assistant*

# Welcome



*Will Phelan - Principal*



# The Principal

*“A phrase you will hear repeatedly of Stamfordians is that they are ‘rounded and grounded’.*

*At Stamford we give every student opportunities to thrive; and while our Schools have a long and prestigious heritage, everything we do now is focused on preparing young people to lead happy and fulfilling lives in the 21<sup>st</sup> Century.”*

Will Phelan - Principal

This is a really exciting time to be joining the School as after nearly 500 years as a boys’ school and 200 years as a girls’ school, we have joined together as a fully co-educational school.

This restructure is giving us the opportunity to look at all aspects of school life with fresh eyes, and we are looking at everything from how we provide the best possible pastoral care to how we shape the timetable, how we make best use of our estate, to how AI can support classroom learning. It is a big change, but a once in a generation opportunity to really set up the School for the next hundred years.

We are now looking for a Learning Development Assistant to support in the development of student learning.





# The Role and Department

We are seeking an inspirational Learning Development Assistant to join the department at the Stamford Endowed Schools. This is an essential role in creating a supportive environment for our student's educational journey.

The Learning Development Team works with Year 7 to Year 13 students across the St Pauls and St Martins campuses, supporting those students who have a diagnosed learning need, and those students who need additional help to realise their potential. The main hub for the team is in the Clapton building on the St Pauls site, but much of the work of the team is done in classrooms across the two sites. Our Learning Development Assistants are enthusiastic about helping our students to realise their full academic potential, and are experienced in addressing the barriers that students can face in doing this. While some Learning Development Assistants have specific subject specialisms, flexibility and teamwork are key to making the department work effectively so that the highest priority needs can be met first. All Learning Development Assistants are expected to cover for colleagues in the team when required. All our students are equipped with Surface Pro devices, and use these routinely to support their learning. Learning Development Assistants must therefore be confident in supporting students with the appropriate use of IT to assist their learning.

Applicants must have experience and success in working with children across the secondary age range and have secure subject knowledge in literacy based subjects. Applicants must have the ability to inspire pupils, helping them achieve their personal best and encourage a love of learning.

We offer a wide programme of extra-curricular activities and would encourage the successful candidate to contribute to this important area of school life. We offer a great working environment, and a commitment to personal development and CPD, along with other benefits of working in a large school community.

The Learning Development department at the Stamford Schools supports pupils with a range of learning needs across the curriculum through in-class support and small group or individual work. The department has dedicated teaching space and a wide range of resources to support students' needs.

The Stamford Schools nurtures the academic and social growth of its children, whilst enriching them with values which emphasise community and responsibility. The school is a caring environment in which the children feel safe and happy.



# Roles and Responsibilities

- Meet regularly with the SENCo and/or Assistant SENCo to understand the key areas of focus and the short term priorities for the Learning Development Team.
- Keep up to date with, and respond to, new ideas about cognition and neurodiversity to inform professional practice and departmental methodology.
- Contribute to the production of resources within the Learning Development Team's schemes of work that allow students to develop the necessary literacy, numeracy, study and revision skills.
- Develop an understanding of student data and how it can be best used to monitor progress.
- Become adept at using technology to support learning and be excited by the opportunities it offers.
- Provide regular and detailed feedback to students about their progress and what next steps to take in order to improve their attainment.
- Celebrate student achievements through classroom displays, exhibitions for Open Days, activities and website information etc.
- Understand and implement both Learning Development Team and School policy, including those relating to Safeguarding and Child Protection.
- Communicate the vision and ethos of the School.
- Ensure the classroom is an inclusive community where differences are appreciated, accepted and valued.
- Maintain close working relationships with Student Support Managers and Pastoral staff in order to facilitate a holistic approach to student wellbeing.
- Carry out any other reasonable duties as directed by the SENCo or Assistant SENCo.
- Plan and lead small group or 1:1 work with students outside of the classroom to help with the development of literacy, numeracy, study skills, or revision techniques.
- Provide in-class support to students from Year 7 to Year 13 in accordance with the priorities of the Learning Development Team and the requirements of the SENCo and Assistant SENCo.
- Maintain, with the support of classroom teachers and Heads of Department, a clear understanding of what topics students will be working on in lessons and reach a clear understanding over how best to support them.
- Know the ILPs for each student you support, and be able to advise subject teachers on how to meet the needs outlined in the ILP.
- Contribute to the assessment and reporting of students' progress as required, including provision of information to assist the SENCo and Assistant SENCo with communication with parents.
- Accompany students with SEND on educational visits where appropriate.
- Support SEND students with assessments and examinations, including invigilation of individuals and small groups as required, fulfilling the role of Reader, Scribe, Practical.



# Working Arrangements

## Job Title

- Learning Development Assistant

## Reporting To

- Director of Learning Development

## Salary

- £10,822 per annum

## Hours of Work

- 21 hours and 30 minutes per week (approximately 3 days per week)

## Working Arrangements

- Term Time only contract

## Annual Leave

- For term time contracts, annual leave is taken within the school holiday periods and paid as part of the monthly salary. All holiday is to be taken during the school holidays

## Other Arrangements

- A contributory pension scheme with employer contributions.
- Free school lunch.
- Free on-site parking.
- Free use of school gym and swimming pool
- Cycle to work scheme.
- Electric Vehicles' Salary Sacrifice Scheme (subject to eligibility).
- Excellent working conditions.
- Support for training and development and an annual review programme.
- Online GP service.
- Access to an Employee Assistance Programme for staff. 24:7:365 advisory telephone advice service and telephone counselling.
- A programme of Stamford Lectures and other staff social events.

*\*Subject to restricted access hours*



# Candidate Specification

## Essential:

- GCSE English and Maths grade 4/C or higher.
- Experience and success with working with children, preferably across the secondary age range.
- Ability to inspire pupils, helping them to achieve their personal best.
- Experience of working with people with special educational needs or disability.
- Able to contribute positively to the team.
- Act as an ambassador for the school.
- Ability to encourage a love of learning in all pupils across the curriculum.
- Ability to engage with pupils positively and effectively.

## Desirable:

- Further education qualification e.g. Degree.
- Specific qualification in SEND.
- Flexibility with regard to working hours.
- Willingness to work across the senior school sites.
- Experience of mentoring.



# The Application

Candidates should apply via the School's website  
[www.stamfordschools.org.uk/about-stamford/vacancies](http://www.stamfordschools.org.uk/about-stamford/vacancies)

For an informal discussion about the role please contact;  
Elizabeth Canny  
Director of Learning Development  
[EACanny@ses.lincs.sch.uk](mailto:EACanny@ses.lincs.sch.uk)

Closing date for applications is:  
30th August 2024 at 12pm  
Interviews will be held:  
Shortly after the closing date





# A Great Place to Work and Live

## A Historic location

*Stamford is an exquisite, historical market town which was recently voted by The Sunday Times as ‘The Best Place to Live in Britain’.*

*It nestles quietly in the countryside on the border of Rutland, Lincolnshire, Cambridgeshire and Northamptonshire and close to landmarks such as Rutland Water and Burghley House.*





## Our Schools

*The Schools are a part of the great heritage of Stamford living and a symbol of its vibrancy and evolution.*

Stamford Endowed School was established in Stamford in 1532. It has undergone many changes since then but has consistently provided a first-class education. In September 2023, the original Boys' and Girls' Schools combined to form one large co-educational establishment; 25 years after a co-educational Sixth Form had been established.

Today the two School sites remain interwoven with Stamford life, to which are students, teachers, parents and staff contribute greatly. At Stamford we have one simple and overriding aim, that is to inspire our students and light fires within them.

The schools educate 1650 pupils at Stamford Junior School for children aged 2-11 and Stamford School aged 11-18.

Stamfordians leave the School poised for success in the real world - quietly confident, kind, positive, hardworking, unassuming and resilient.



# Rounded and grounded

*The staff are committed and hardworking and expectations are high; the School prides itself on producing well-rounded, resilient, down-to-earth young people; ready to take on the world.*

At the beginning of the 21st century, the Schools began their journey towards integration by combining the Sixth Forms of Stamford High School (girls) and Stamford School (boys). Since then, activities, resources, facilities and expertise have been shared by the two senior schools, culminating in the full merger to form one co-educational senior school, Stamford School, in September 2023.

At Stamford, students are encouraged to believe that "anything is possible" if they work hard and take advantage of all the opportunities offered. The School has links with the High Performance Learning network and the philosophy of teaching students the skills they will need is increasingly obvious in the classroom.

The Schools have a bursarial fund and a number of students are in receipt of bursaries or scholarships; this means the Schools are both inclusive and socially diverse. The School has a small, but growing, boarding community (about 10% of the students board as either weekly or full boarders) and an interest in, and enthusiasm for, the role of boarding in education is desirable.



# Pastoral Care

*Our pastoral programme is given the highest priority, as we know that happy, cared-for children are most likely to thrive.*

Children of families from all walks of life have the opportunity to gain a place at our Schools and the surrounding community enjoys and benefits from the presence, activities and facilities of the Schools.

There are many structures in place to ensure that the welfare of every child at our School is safeguarded and that their progress is monitored carefully. Form Tutors develop good relationships with each member of their set and are quickly able to identify problems. The house system mixes students across the School, providing younger students with good role models and creating, within the senior students, a sense of responsibility. Student mentors support the younger students and are willing to discuss any issues they might have.



# Additional Information

Further details can be found on the School's website:

[www.stamfordschools.org.uk](http://www.stamfordschools.org.uk)

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Any queries related to this vacancy can be directed to:  
HR Office - 01780 484267 / 273.

## Boarding

Boarding is a thriving part of SES. Single accommodation may be available to suitable candidates willing to make a contribution to this important area of school life.

## Commitments

We offer a wide range of extra curricular activities and would offer the successful candidate the opportunity to lead and support an activity or sport.

## Induction and Professional Development

There is a sharp focus on the professional needs of the teaching and operations staff. The Schools have a generous INSET budget and teachers/ operations staff are encouraged to extend their professional development through the attendance of courses. There is an effective Professional Review system.

## Safeguarding

The Stamford Endowed Schools are actively committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).





# Stamford

## Contact us:

- 📍 **Brazenose House**  
St. Paul's Street, Stamford, Lincolnshire, PE9 2BS
- ☎ 01780 484267
- 🌐 [recruitment@ses.lincs.sch.uk](mailto:recruitment@ses.lincs.sch.uk)
- ✉ [www.stamfordschools.org.uk/about-stamford/vacancies](http://www.stamfordschools.org.uk/about-stamford/vacancies)
- 📘 [facebook.com/stamfordendowedschools](https://www.facebook.com/stamfordendowedschools)
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