



Position Title:	Learning Enhancement Teacher – Junior School
Prepared:	October 2023
Reports To:	Head of Junior School and Director of Pedagogy
Prepared by:	Director of Human Resources

Specific to the role of Learning Enhancement Teacher

Position Purpose

This position is for dedicated and passionate Learning Enhancement Teacher to work with students in the Junior School, prep to year 4.

They will have a strong background in all learning enhancement areas, evidence based best practice and relevant involvement in the school environment.

The position will suit teachers who have qualifications in primary teaching and interest in teaching inclusive/special education.

Qualifications specific to the role

- Masters in Special Education or equivalent, preferred.
- Teaching qualifications in any field.
- Experience supporting the differentiation of the curriculum within the primary environment.

Duties and Responsibilities specific to the role

General

Identification and assessment

- Use diagnostic testing data to identify strengths and weaknesses of individual children
- Take referrals from staff about students needing support
- Implement an effective student identification system based on data
- Assist with testing for incoming and current students

Interventions

A range of these will be implemented through the learning enhancement program, depending on the identified needs of children

- Implement evidence-based intervention programs for children with learning difficulties
- Contribute to team teaching
- Conduct classes – individuals and small groups – withdrawal as well as working within the classroom
- Consult with staff on adjustments of curriculum to cater for students with learning difficulties
- Conduct short-term skills-based units in consultation and collaboration with the Head of Learning Enhancement

Professional relationships

- Liaise with Head of Learning Enhancement, Heads of School, Heads of Years, classroom teachers, school psychologists and external professionals where appropriate
- Provide recommendations for staff regarding adjustments of teaching practice as appropriate for students with learning difficulties
- Contribute to the professional development of teaching staff in relation to the needs of children with learning difficulties
- Refer children for further assessments where appropriate
- Attend Learning Enhancement team meetings
- Attend other faculty meetings regularly, as appropriate
- Liaise with Learning Enhancement Assistants in relation to support of students

Professional activities

- Attend relevant professional learning activities
- Assist with maintenance of assessment tests and resources
- Maintain records of learning enhancement provided to individual children
- Consult with parents of children receiving individual/small group support
- Attend parent-teacher meetings as required
- Provide written reports for children receiving support
- Maintain records of adjustments for NCCD documentation
- Assist with maintenance of learning enhancement student files

Any other tasks as deemed appropriate for the role.

For all teachers at the College

Position Purpose

The essential role of a teacher at St Leonard's College is to provide an exemplary, world-class, innovative and academically rigorous education for our students, in a physically, emotionally and spiritually safe environment.

Duties & Essential Job Functions

At St Leonard's College teachers operate in a multi-faceted role where duties include:

- Best practice in teaching
- Pastoral care
- Curriculum development and innovation
- Professional learning and engagement
- Co-curricular involvement
- General and Administrative responsibilities
- Duty of care responsibilities

At St Leonard's College, teachers are expected to support the values of the College which include:

Lifelong Learning

We value and develop the essential personal qualities and skills for lifelong learning, including self-confidence, integrity, resilience and creativity. A St Leonard's education prepares students to take their place in the world and make meaningful contributions to society.

People

Our young people are encouraged to embrace diversity and individuality as well as collective responsibility.

Partnership

We consider education to be a partnership between students, teachers and parents, each with their separate roles and responsibilities.

Teachers

Our teachers are committed to continuing personal and professional development and embrace educational innovations. They are fully equipped to adapt to the rapid changes in education.

Community

Students become aware of the needs of the wider community and learn to engage in the world outside of the College community.

Environment

We are committed to protecting the environment as well as addressing the challenges which will face future generations.

Diversity

We welcome all cultures and celebrate diversity. Our students are encouraged to engage with people and cultures that are outside of their immediate world.

Other Functions and Responsibilities

The responsibilities of a St Leonard's College teacher will reflect the Australian Professional Standards for Teachers comprising of the three domains of teaching: Professional Knowledge, Professional Practice and Professional Engagement and include, but are not limited to:

- Preparing and executing well-planned, academically rich and innovative lessons
- Developing a stimulating learning environment by using a variety of styles and approaches to cater for individual learning needs
- Employing a variety of effective teaching strategies to effectively implement the curriculum
- Ensuring that classrooms are places where technology is discretely, yet actively employed to assist in effective learning
- Reporting on academic achievement to parents via the Continuous Reporting system and make appropriate levels of contact with parents as necessary
- Developing learning relationships with students that assist in nurturing the confidence and agency of St Leonard's College students
- Giving appropriate time to the planning of lessons and collaboration with other teachers as part of teaching teams
- Actively contributing to a culture of teaching and learning where teachers learn with and from each other and inquire into effective pedagogical practice
- Engaging in active and continuous professional learning that is relevant to their area/subject discipline as well as concerns and debates in the education sphere more generally
- Being thoroughly versed in the policies of the College and abide by the policy directives
- Supporting Pastoral staff in ensuring that the expectations of student behavior and dress are met
- Engaging with students in a variety of activities outside the classroom, including House and co-curricular activities.

Qualifications and Experience

It is a condition of employment that all staff provide a current Employee Working with Children Check or VIT before their position will be confirmed. A Criminal Record check may also be requested in certain circumstances.

For Teachers at the College, a tertiary qualification in Education is required as a minimum.

For General Staff at the College, appropriate qualifications or experience for the specific role is a requirement.

Child Safe Responsibilities and Requirements

St Leonard's College has zero tolerance for child abuse.

St Leonard's College is committed to the safety and wellbeing of our students.

All employees are required to have a positive history of working with children, and be able to demonstrate their suitability, experience and attributes in relation to child safety.

Prior to commencing employment information will be collected in order to establish suitability for child-connected work as defined in Ministerial Order 1359.

Everyone working at St Leonard's College is responsible for the care and protection of the children and young people within our care and reporting of information about suspected child abuse. This includes not only a strong belief but also a legal requirement to comply with the child safety and protection obligations under Ministerial Order No. 1359, and a strong commitment to be actively engaged in the College's child safe culture.

All members of staff share in the responsibility for the prevention and detection of child abuse, and must:

- Be responsible for understanding and applying the College's Child Safe Policy including being compliant with the Child Safe Code of Conduct and being proactive in reporting any concerns or identified risk, and will be required to read and formally acknowledge their acceptance of the school's Code of Conduct for staff
- Take all reasonable steps to protect children from abuse
- Report any reasonable belief that a child's safety is at risk to the Principal or delegate
- Teachers, nurses and psychologists fulfil their obligations as mandatory reporters
- Report any suspicion that a child's safety may be at risk to their supervisor (or, if their supervisor is involved in the suspicion, to the Principal or delegate)
- Promote the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander children
- Promote the safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds
- Promote the safety, participation and empowerment of children with a disability
- Provide an environment that is supportive of all children's emotional and physical safety

General Responsibilities

All staff are to be supportive of the St Leonard's College Mission Statement and to enhance the school's reputation as one which is a warm and caring environment, characterised by efficiency, professionalism and a willingness to meet the individual needs of those within its community.

This position is covered by the conditions stipulated in the St Leonard's College Agreement 2023, and any subsequent Agreement.

- The College:
 - is an equal opportunity employer
 - complies with the requirements of the Privacy Act
 - has a strong commitment to Health, Safety and Wellbeing
 - will not tolerate harassment of any kind.

- College Standards - all staff are expected to actively support the following standards:
 - Communication – effective, helpful and positive
 - Confidentiality – Protect the privacy and confidentiality of all personal information (staff/families/students)
 - Teamwork – work together as a team to achieve the best results. Share information and collaborate across all sections of the College; trust, respect and support
 - Accountability – we do our work with honesty, integrity and enthusiasm
 - Performance – we perform to the best of our ability
 - Initiative – looking for opportunities to improve the way we work; flexible, adaptable and efficient.