

Job Description

Post Title:	Communication Support Worker BSL Level 3
Purpose:	<p>To provide day to day support for all deaf students, while they are engaged in main school activities and to work within the Resource Provision for Deaf Students.</p>
Duties And Responsibilities	<p>Main Duties:</p> <ol style="list-style-type: none"> 1. To support all deaf students in the course of any appropriate learning activity. This involves working with other students – deaf and hearing. 2. To assist students and teachers to surmount communication difficulties. This will necessitate the use of sign supported English, BSL and lip speaking where appropriate. 3. To clarify information particularly when unfamiliar language and/or vocabulary are used. 4. To differentiate subject content as required in liaison with the class teacher and in follow up work in the resource provision. 5. To assist students understanding of school procedures. 6. To prepare notes, when appropriate, for use by deaf students. 7. To prepare transcript for audio visual presentations. 8. To make notes during lessons as required. 9. To assist in the social interaction of deaf students within the school community. 10. To ensure that the students are appropriately placed in the classroom. 11. To ensure that the students' audio logical equipment is checked on a daily basis and to advise staff on the use of radio aids and sound field systems. 12. To check students' understanding of the homework and any other assignments, making any appropriate

	<p>modifications to vocabulary.</p> <p>13. To liaise with the subject teachers to ensure that appropriate preparatory and follow up work takes place within the resource provision.</p> <p>14. To attend meetings with the Teacher of the Deaf and any other school meetings where appropriate.</p> <p>15. To attend appropriate internal and external training activities as directed by the Teacher in charge of the resource provision.</p> <p>16. To attend parents evening, open evenings and /or meetings with parents where the services of a communicator is required</p> <p>17. To keep daily student records up to date.</p> <p>18. To support students at the start of and during their work experience.</p> <p>19. To carry out any reasonable task as required by the Teacher in charge of the resource provision.</p> <p>20. Be available to assist with medical and personal care for disabled students across the year group when required (training given as required)</p>
Reporting to:	Teacher in charge of HIB
Responsible for:	
Liaising with:	Students, teaching and non-teaching staff, parents and appropriate officers of the LEA.
Working Time:	Term Time Only 32.5 Hours per week
Salary/Grade:	APT & C Scale 5
Disclosure level	Enhanced
Communications	
Proposed Other Specific Duties:	

To undertake personal professional development as agreed with the Headteacher.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Headteacher:

Communication Support Worker

Date issued:

**Communication Support Worker: BSL Level 3
Personal Specification:**

	Essential	Desirable
Education & Qualifications	Signature (or equivalent): Level 3 5 GCSE (or equivalent) including Mathematics and English A* - C qualifications.	2 'A' levels. Evidence of movement towards BSL Level 6.
Experience	Experience of working with deaf children using SSE as well as BSL.	Preferably in an educational setting.
Special abilities and aptitudes:	To be able to demonstrate a good understanding of: <ul style="list-style-type: none"> • Deaf culture and people • How language is acquired • The social implications of deafness in a hearing world • The assessment and support processes required to support deaf people • Language modification for deaf children • Different communication systems for deaf children 	Knowledge of Deaf CAMHS; Knowledge of and operation and support of hearing aid and radio aid cochlea implant systems; Working knowledge of optimum listening and related equipment; Note taking skills/written reports in relation to additional and complex needs; Knowledge of IT including basic word processing/keyboard skills. Specified IT skills as appropriate.
Other qualities:	<ul style="list-style-type: none"> • To be able to demonstrate good organisational skills; • To be able to foster good working relationships with staff and students while ensuring the needs of deaf children are always met; • To demonstrate patience and sensitivity with deaf students; • To be flexible to change as required by the needs of deaf students and the ARP; • To be proactive to the needs of the department plan, working both as an individual and part of a team; 	A willingness to undertake medical training in relation to personal care and safety of a student.

	<ul style="list-style-type: none">• To have commitment to developing own skills within this field which will include attendance on training courses;• To have commitment to undertaking own professional development;• To motivate, inspire and have high expectations of students;• To commit to training in communication access in addition to BSL e.g. Multisensory (MSI) or Auditory Verbal Therapy (AVT) if required.	
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