



## Emmbrook Infant School – Communication Support Worker

### Job Description

<b>Grade:</b>	The Circle Trust Grade 5	<b>Reporting to:</b>	Teacher of the Deaf/Class Teacher
<b>Salary:</b>	£27,711 – 30,060 pro rata	<b>Start Date:</b>	4 <sup>th</sup> September 2025
<b>Contract:</b>	Fixed Term, term-time only	<b>Hours:</b>	30 hours per week

### Duties and responsibilities

- Provide specialist support and facilitate learning for pupils who are D/deaf.
- Facilitate access to the language of the curriculum using the child's preferred mode of communication. Communication support may include:
  - Access to lip reading/, modifying and clarifying language within the classroom
  - Using voice clearly for hearing aid, cochlear implant and BAHA users as well as sign language
  - Interpreting/using BSL as required
- Support the development of pupils' communication skills; giving good language models; using clear voice and good spoken and written English language as appropriate.
- Facilitate communication between the pupil, their peer group and mainstream staff including interpreting between spoken English and BSL.
- Support pupils to achieve the objectives on their Education, Health and Care Plans and assist with the development and delivery of individual support plans under the guidance of the classroom teacher, teacher of the deaf and SENCo.
- Enable pupils to become independent learners within their own ability. Be creative in implementing lesson plans and adapting learning materials where necessary, to match the learners' needs and interests, under the guidance of the teacher.
- Provide feedback to teachers and other professionals on pupils' progress noting areas of success and barriers to learning. Attend and contribute to interim and Annual review and other meetings with parents ,carers and other agencies as directed by teachers.
- Monitor the learning environment, continually adapting support to meet changes throughout the school day, advising teaching staff and enabling efficient delivery.
- Monitor the pupil's assistive technology (Hearing aids, Cochlear implants, BAHAs, radio aids and soundfield system) and report/trouble shoot any problems.
- Meet the physical, emotional, behavioural and any other needs of the individual pupil, showing appropriate levels of sensitivity and confidentiality. Ensure compliance with school policies i.e./ equal opportunity, inclusion, behaviour and safe guarding etc.
- Support the pastoral care of the pupil, recognising the need to help build self-esteem, confidence, social inclusion and independence.

- Build relationships with parents and facilitate communication between home and school as directed by the teacher.
- Attend school staff meetings, INSET as required and assist pupils outside of normal lesson times including break and lunch duties, trips, visits and extra-curricular activities as needed.
- Interpret for wider school activities e.g. assemblies, productions, parents' evenings & meetings as needed.
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role with the support of the school.

This is not intended to be an exhaustive or definitive list, you may be required to carry out other duties as required.

## Person Specification

Please ensure that you read the person specification carefully as this will be used to assess candidates as part of the shortlist and interview process.

### Knowledge/Qualifications:

- BSL Level 3 (Signature accredited)
- Good standard of general education e.g. GCSE English, Mathematics and Science

### Skills/Abilities:

- Sensitivity and understanding
- Patience and the ability to remain calm in stressful situations
- Enjoys working with other people
- The ability to accept criticism and work well under pressure
- Flexible and open to change
- Knowledge of teaching and the ability to adapt materials
- Knowledge of psychology
- To be able to carry out basic tasks on a computer or hand-held device
- Knowledge of the national school curriculum
- Good observation and assessment skills
- Knowledge of the standard of work expected from pupils
- Knowledge of a range of learning support needs
- Understanding of open-ended questioning and investigative work
- Problem solving
- Understanding of their role to assist and supervise pupils on particular tasks and the expected outcome of individual activities within the allocated timescale
- Excellent communication skills and interpersonal skills
- Ability to work within a team working environment and also able to work independently
- Confidentiality at all times
- An ability to speak with confidence and accuracy, using accurate sentence structures and vocabulary

### **Experience:**

- Experience with children who are D/deaf
- Experience working with children aged 4 – 11

### **Personal Qualities:**

- Calm under pressure and adaptable to changing situations
- A caring, energetic and positive attitude
- A good listener and sensitive to pupils needs
- A sense of responsibility
- Positive behaviour management
- A team player
- A good sense of humour
- Flexibility and use of initiative is very important

### **Special Factors:**

- Flexibility to accommodate all day educational trips
- Responsibility for first aid when required
- Attend inset days and training when applicable
- Commitment to personal professional development



Emmbrook Infant School is an academy and part of The Circle Trust, a charitable company limited by guarantee registered in England and Wales, company number 11031096, registered at The Circle Trust, London Road, Wokingham, Berkshire, RG40 1SS. Tel: 0118 3381961

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