



## **JOB DESCRIPTION**

The pre-school expects all its employees to have a full commitment to the groups philosophy and policies and acceptance of personal responsibility for their practical application. All employees are required to comply with and promote The Cornerstone under 5s pre-school Equal opportunities policy and to ensure that discrimination is eliminated in the service of the pre-school.

### **Title: Special Needs 1:1 SEND Support Worker**

Accountable to: Pre-School Leader/SENCO

### **Function of the Post:**

To support a specific child within the pre-school with special educational needs as identified by Extended Services.

To work in partnership with the SENCO, parents, other professionals and colleagues to develop the child to its full potential using a framework of plans and targets set by any and all of the above. To promote good practice in all aspects of the pre-school setting, providing a fully inclusive service.

### **Main Duties:**

1. To support the specific needs of the identified child within the setting.
2. To assist the Pre-School in providing and developing a broad under fives' curriculum, ensuring that every child's needs are being met.
3. To implement the key worker system for the identified child keeping a profile on the child's learning and development using the Curriculum Guidance for The Foundation Stage
4. Providing the information necessary for the identification and assessment of special or additional needs.
5. To work with the Pre-School Leader/Senco preparing EHC plans/SEN outcomes, learning journey, setting and evaluating targets.
6. To assist Pre-School staff in implementing policies and procedures adopted by the management committee.
7. To support the Pre-School in supporting parents/carers of children with special or additional needs.
8. To encourage parental involvement in the Pre-School.
9. To promote confidentiality and respect in regard to all children and families who are involved in the Pre-School.
10. To attend an annual appraisal and termly supervision with the Leader.
11. To attend staff meetings and training as directed by the Pre-School Leader &/or the management committee.