



HORSFORTH SCHOOL

JOB DESCRIPTION

Job Title: Reading Champion

Responsible to: SENDCo

Pay Band: CI

Hours: Full time, Monday – Friday.
Term time only
Temporary

Main role:

The Reading Champion will champion reading across the school and will help to support all students with reading. A specific focus will be on narrowing the reading gap for those disadvantaged students and those with Special Educational Needs and Disabilities (SEND). They will play a key role in supporting the implementation of reading assessments, intervention and support programs for students, performing tasks that can range from helping students with their reading in class, encouraging reading through school wide initiatives, helping with academic program activities and assessments, developing, reinforcing and reviewing individual students' plans, to providing one-to-one or group literacy intervention for a student.

The Reading Champion will support students by working as a member of the SEND team and will be line managed by the SENDCo and work closely with the Teaching Assistants, Learning Support Mentors as well as the Teaching and Learning Lead. The Reading Champion will work under the direction of the classroom teacher when in the classroom to assist in the preparation or adaptation of regular classroom materials to meet specific individual needs.

Main duties will consist of:

1. To help learners to make effective use of a wide range of learning resources;
2. Work to implement Accelerated Reader and STAR reading assessments and interventions across KS3;
3. Work with students both in one-to-one and group situations to develop reading and literacy skills and provide reading intervention, this could also include other literacy and support interventions;

4. To liaise and collaborate with all curriculum areas to ensure appropriate access to learning resources, including the development of resource material packs appropriate for all subjects;
5. To maintain the library booking system and be a confident user of ICT;
6. To support with the assessment, planning, preparation and implementation of exams Access Arrangements to include screening, report writing and providing support in exams;
7. To Innovate ways to increase the love of reading among students based where the need is identified;
8. To support students with their reading in class to include observations or engagement with support;
9. To provide advice and support to school staff, ensuring that intervention strategies are implemented appropriately, with particular reference to the targeted group of students being mentored including the development of support plans to meet student need
10. To work on, plan, deliver and record interventions, submit returns, monitor progress, organise timetables and lists of children seen, as required.
11. To liaise with parents and the SENDco and Teaching and Learning Lead on data collected and interventions in place
12. To supervise and support the orderly movement of students around the school site;
13. To establish positive working relationships with students acting as a role model, coach and mentor;
14. To ensure that students arrive punctually at lessons on time after break and lunchtimes.
15. To accompany referred students on outings from school with teaching staff, as required.
16. To attend in-service training and as required.
17. To assist in the collection and sharing of data for the purpose of evaluating student progress.
18. To maintain open communication with students and school personnel.
19. To act as an advocate for the student and participate in working team meetings in regard to individual student needs
20. To assist, as required, in the movement of children who are physically challenged.
21. To implement supervision of pupils out of school hours as required.
22. To assist in the supervision, training and development of staff.
23. To attend and participate in regular meetings, training and other learning activities as required, contributing to the overall ethos and aims of the school.

24. To be aware of, and comply with, policies and procedures relating to child protection, health, safety, confidentiality and data protection, reporting all concerns to the appropriate person.
25. To support and enforce the PB system at all Key Stages
26. To be aware of and support difference and ensure equal opportunities for all.
27. To contribute to the overall ethos/work/aims of the school.
28. To appreciate and support the role of other professionals.

Any Special Conditions of Service:

There is a requirement to submit to an enhanced Disclosure and Barring Service background check. Term time working. There may be a need to occasionally work outside of school hours and off school premises, as required by the school. No smoking policy.

This job description is not necessarily a comprehensive definition of the post, you may be asked to additional duties not listed above but that are appropriate to the role. It will be reviewed from time to time and may be subject to modification or amendment at any time after consultation with the holder of the post.