



St Paul's CofE Junior School

Job Description – Learning Mentor

Primary Autism Specialist Resource Unit

School:	St Paul's Church of England Junior School
Responsible to:	Inclusion Manager/ Head Teacher
Grade:	Grade 3, scp 5-6, £25,584 - £25,989 (FTE)
Objectives	- To support pupils with autism and associated communication and interaction needs within the Primary Autism Specialist Resource Unit by promoting learning, communication, independence, emotional regulation and wellbeing through therapeutic, evidence-informed practice. - Working under the direction of the Head of the Unit and class teacher, the Learning Mentor will deliver personalised interventions, support pupils to access a highly adapted curriculum and contribute to a safe, nurturing and low-arousal learning environment, while promoting the school's ethos, vision and values.
Responsibilities	Teaching and Learning - Support pupils to access a highly adapted curriculum appropriate to individual strengths, interests and EHCP outcomes. - Deliver personalised learning under teacher guidance. - Adapt activities using visual supports and structured teaching. - Promote independence and participation in Resource Unit and mainstream learning where appropriate. Communication and Interaction - Support a wide range of communication profiles. - Use visual supports, Makaton, PECS, AAC and communication books where appropriate. - Model functional communication and social interaction. Therapeutic Practice - Deliver therapeutic interventions under guidance. - Implement SALT, OT and EP recommendations. - Support sensory regulation and emotional regulation programmes. - Observe and record impact of interventions.

Curriculum and Assessment

- Support assessment against EHCP outcomes.
- Maintain One Page Profiles and intervention records.
- Record observations using Tapestry.

Behaviour and Inclusion

- Use autism-informed, trauma-informed and relational practice.
- Recognise early dysregulation and implement proactive strategies.
- Maintain a safe, structured, low-arousal environment.

Working with Families

- Develop positive relationships with parents.
- Share progress through Tapestry.
- Promote consistency between home and school.

Working with Others

- Work collaboratively with teachers, therapists and external professionals.
- Attend meetings, Annual Reviews and training.

Safeguarding and Welfare

- Safeguard pupils at all times.
- Support personal care, medical needs, visits and supervision where required.

Professional Responsibilities

- Maintain confidentiality and professionalism.
- Engage in CPD and appraisal.
- Uphold the Christian ethos, vision and values of the school.



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Person Specification – Learning Mentor in a Primary Autism Specialist Resource Unit

Attributes	Essential	Desirable
Experience	Experience supporting children with Autism and SEND; delivering interventions; working with teachers.	Autism Resource Provision; EHCP experience; AET Framework.
	Autism, communication needs, behaviour support.	Attention Autism, TEACCH, Intensive Interaction, sensory integration.
Skills / abilities	Ability to work within a team	Positive behaviour management strategies
	Good initiative and the ability to work independently	Makaton/AAC
	Excellent communication and interpersonal skills	
	The ability to motivate and bring out the best in every child	
	Confidentiality at all times.	
	Confident with using IT including Tapestry.	
Education and Training	Good English and Maths; willingness to undertake SEND training.	Relevant SEND qualifications; Paediatric First Aid.
Personal Qualities	Positive and enthusiastic	
	Calm, nurturing, adaptable, organised, inclusive,	
	A good listener and sensitive to pupils needs	
	Good sense of humour	

Essential ~ without which a candidate would be rejected.

Desirable ~ useful for choosing between two strong candidates

We will consider any reasonable adjustments under the terms of the Equality Act 2010 to enable an applicant with a disability to meet the requirements of the post.