

JOB DESCRIPTION

Trainee ABA Tutor / ABA Tutor (Applied Behaviour Analysis)

Main purpose of the job

To work closely with a supervising Behaviour Analyst (BCBA) to deliver individualised teaching and behaviour support programmes for an identified pupil with special educational needs. This will involve working within the Specialist Support Unit at the school alongside the supportive and specialist team to plan and deliver learning activities and supporting the child with social and emotional development.

Typical Responsibilities of a role at this level

Key Duties:

1. This post requires the postholder to have considerable expertise in SEND teaching and learning with knowledge of delivering the ABA approach.
2. To deliver the ABA programme with consistency, accuracy and professionalism.
3. Apply advanced teaching and behaviour management strategies in line with ABA Principles.
4. Collect, analyse and report data to inform programme adjustments.
5. Provide feedback to the supervising Behaviour Analyst and contribute to programme refinement.
6. Maintain session quality, ensuring best practice and adherence to ethical standards (UK-SBA code of ethics).
7. Demonstrate initiative in problem-solving and adapting teaching methods to the learner's needs.
8. All duties to be carried out within recognised procedures or guidelines.
9. The work will involve responding and problem solving to unexpected situations in the moment although will be supported by the class teacher with guidance from the ABA Consultant when required.

DUTIES:

Support for pupils

10. Deliver learning activities to pupils under the guidance of the class teacher.
11. Undertake a range of more specialised tasks to support learning.
12. As appropriate, look after sick/upset pupils and attend to physical needs.
13. Work closely with the class teacher to contribute to the management of pupil behaviour including social emotional and sensory needs, including the implementation of the school's behaviour policy.
14. Observe and report on pupil performance.
15. Ensure the health and safety and welfare of pupils is maintained at all times.
16. Provide comfort and immediate care in case of minor accidents, and report serious incidents to the appropriate person for action.
17. Ensure the health and safety and welfare of pupils is maintained at all times.

Support for the teacher

18. Undertake routine tasks to support the teacher during lessons, e.g. through directed work, preparing classroom materials, displaying pupils' work, supervising small groups of pupils.
19. Observe and report on pupil performance and maintain basic records.
20. Assist in the preparation of reports on pupils' performance, and contribute to the maintenance of pupils' records.
21. Assist teaching staff to ensure that the aims and objectives of the school are achieved.
22. Assist with the development and implementation of SEN support plans.

Support for the curriculum

23. Undertake routine tasks to support the curriculum and assist with events organised as part of the curriculum, e.g. organise and schedule pupil's meetings.
24. Support the implementation of Government initiatives under the direction of the teacher.
25. Support the implementation of the school development plan and all of the school's policies and procedures including Intimate Care, under the direction of the teacher.
26. Accompany teaching staff and pupils on educational visits.
27. Candidates with qualifications and or experience in some of the following: TEACCH, Intensive Interaction, emotional literacy approaches, sensory processing, early child development, Clicker and first aid are desirable.

Support for the school

28. Contribute to the overall ethos, aims and work of the school.
29. Liaise effectively with parents and other parties, as required.
30. Be aware of and fully comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
31. Attend and contribute to SEN and other review meetings if required by the Senior Leadership Team and where appropriate, disseminate information to other staff within the team.
32. The duties and responsibilities of any post may change from time to time, and post holders may be expected to carry out other work not explicitly mentioned above which is considered to be appropriate the existing level of responsibility vested in the post.

This list is not exhaustive and main objectives/performance measures will be discussed and agreed with your line manager.

Gorseland Primary School is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.



Tel. 01473 623790



Email. office@gorseland.net



www.gorseland.net



Gorseland Primary School, Deben Avenue, Martlesham Heath, IP5 3QR

PERSON SPECIFICATION

Criteria	Essential	Desirable
Specialist Knowledge Skills and Experience	Knowledge of delivering the Applied Behaviour Analysis programmes.	Minimum 1 year's experience working as an ABA Tutor. RBT Certification CPD carried out in areas such as: intensive interaction, Clicker and sensory processing.
	Considerable expertise in SEND teaching and learning within an early years or primary setting.	
	Must be willing to work towards gaining RBT or equivalent qualification.	
	Strong understanding of ABA principles and direct application in 1:1 or group settings.	
Team Working	Proficiency in data collection and session reporting.	
	Ability to work both independently and collaboratively within a multidisciplinary team.	
Communication	Excellent communication skills with children, families and professionals.	
	Ability to remain calm and resilient in stressful situations.	
	Demonstrates patience, tolerance and warmth.	
Additional Requirements	Full background checks in line with Keeping Children Safe in Education are required for this role, including enhanced DBS, Barred List and references for the last 5 years.	



Tel. 01473 623790



Email. office@gorseland.net



www.gorseland.net



Gorseland Primary School, Deben Avenue, Martlesham Heath, IP5 3QR