



Job Description

Autism Training Support

Responsible to: LTSA Director

Grade: BCP Band D

Point: 5-6

1. Job Purpose & Objectives

To ensure the provision of high-quality, accurate and knowledgeable training is delivered to all attendees.

To assist/prepare all equipment, ready for the training session and the day ahead.

To prepare any teaching aids to support training.

2. Main Duties & Responsibilities

- To share your own knowledge and experiences of Autism.
- To work as a member of a training delivery team.
- To be punctual and present yourself in a professional manner in line with the school's code of conduct.
- Build positive working relationships.
- Support with setting up and clearing away at the end of the event.
- Welcome delegates to the training session.
- Become familiar with the AET training materials and deliver all aspects of the programme in partnership with other trainers assigned to the event.
- To work across Bournemouth, Christchurch and Poole as and when needed to deliver training.

Professional Development

- Carry out all online learning and courses in line with the school's policies and procedures.
- Be aware of and follow key school policies and procedures at all times.

3. Safeguarding

All Linwood School staff are expected to adhere to our policies and procedures in respect of safeguarding and child protection, including Keeping Children Safe in Education and Guidance for adults working with children and young people in an education setting.

To report any incidents/accidents or any other concerns to the Designated Safeguarding Lead by way of MyConcern for safeguarding concerns and Arbor in respect of behaviours of students.

To engage in safeguarding training when directed.

Linwood School Values for all Staff	
Respect	Excellence
Trust	Support
Responsibility	Inclusivity
Harmony	Positivity