

Role Statement of a School Learning Support Officer (SLSO)

School Learning Support Officers work under the direction and supervision of the classroom teacher. They provide assistance to students with a disability and additional learning and support needs enrolled in special schools, specialist support classes in regular schools and regular classes. They can provide assistance with school routines, classroom activities, and the care and management of students with a disability and additional learning and support needs.

This can be found at:

<https://education.nsw.gov.au/about-us/jobs-and-opportunities/school-careers/school-support-roles>

Implementation:

The Principal and school staff are responsible for the development and implementation of our School Learning Support Officer procedures.

This procedure was completed in consultation with all teaching staff at Fern Bay Public School.

This document outlines the responsibilities of staff, students and parent and schools practices and procedures for SLSO staff.

Purpose: To clearly outline the role of a School Learning Support Officer. (SLSO)

Communication: The role of the SLSO is to support the classroom teacher. To assist with consistency of message and to ensure that there is no breach of confidentiality, any parent/carer who wishes to find out information about their child is to be redirected to the teacher. The SLSO is not to discuss the learning needs of a student to parents or agencies unless it is at the request of the Principal or Teacher.

The Role of the School Learning and Support Officer (SLSO) at Fern Bay Public School

The School Learning and Support Officer (SLSO) must at all times work under the direction and supervision of a teacher. This allows the class teacher greater flexibility in adapting organisation and programs to meet the needs of students with disabilities and the whole class more effectively. The role of the support staff is to ensure that teacher can meet the needs of the students within the classroom. This may involve taking other students to release the teacher to work more intensively with the student/s with additional support needs, taking small groups which include the student or working one-to-one.

Explanation regarding Integration funding for student learning:

Integration Funding Support is able to be used to support a student by providing human resource support. This can be for teaching or learning support staff.

The Learning Support Team at Fern Bay Public School is committed to creating quality learning opportunities for children and young people. We are committed to ensure that every student is known, valued and cared for in our school.

School Learning support Team	Appropriate Action - Best Practice
Integration funding Review IEP (Individual Education Plan) as well as other documents reviewed to support the needs of the student.	This will be reviewed every Semester with the classroom teacher and parent/ carer as well as the Principal.
Communication to the parent/carer	The classroom teacher to arrange the best way of communicating successfully with the parent or carer. At all times is is expected that communication is timely, polite and informative.
Review the progress of student learning	The class teacher to organise a suitable time to discuss the issue and where required will be referred to the learning and support team. The SLSO may be asked to attend the meeting if required.
Priorities	Will respond to the needs of each student based on the School Learning and Support Team priorities

Review

The School Learning Support Officer procedures are to be reviewed by the School Learning Support Team staff and Principal each year.

Drew Janetzki
Principal
Fern Bay Public School

References:

School support roles:

<https://education.nsw.gov.au/about-us/jobs-and-opportunities/school-careers/school-support-roles>

School Community Charter:

<https://education.nsw.gov.au/public-schools/going-to-a-public-school/media/documents/school-community-charter.pdf>

The Wellbeing Framework for schools:

https://www.det.nsw.edu.au/wellbeing/about/16531_Wellbeing-Framework-for-schools_Accessible.pdf

NSW-Department-of-Education-Strategic-Plan-2018-2022

<https://education.nsw.gov.au/about-us/strategies-and-reports/media/documents/strategies-and-plans/NSW-Department-of-Education-Strategic-Plan-2018-2022.pdf>