



# Learning Support Teacher Role

Alta1 is an independent, co-educational CaRE (Curriculum and Re-engagement in Education) school supporting students in Years 7–12. We are a Christian organisation, grounded in compassion and care, working alongside young people and families from all backgrounds.

We support students who have experienced challenges engaging with mainstream education, including mental health, neurodivergence, trauma, or disrupted learning. Using a strength-based, trauma-informed approach, we provide personalised, wrap-around support that helps young people rebuild confidence, reconnect with learning, and discover their pathway to purpose.

Connection and belonging sit at the heart of everything we do. Students learn best when they feel safe, seen, and believed in, and our school environments are intentionally designed to foster trust, wellbeing, and growth.

We're pleased you've chosen to join Alta1 and look forward to working alongside you as we reimagine education and support young people to move forward with confidence.



## Playing to your strengths

Your ability to remain calm and measured under pressure is going to serve you well in this role. You will be required to manage large volumes of student information. Some of these stories and facts are going to be difficult to hear. A deep emotional capacity to absorb, retain and process this information is essential. You are highly organised and can manage large numbers of students with differing, complex needs.

There will be competing priorities on most days, your ability to triage and focus on what is most important at the time will help you be effective in this role. You are highly relational and can relate to people on all levels. Your team consists of multi-disciplinary members across the college and the region who are all working to assist the student in being part of their own transformation journey. Bringing a service provider mentality to the role, you are willing to help wherever you can and wherever you are needed most.

## Here's what you're responsible for

You are the regional coordinator, making sure all the elements come together seamlessly to keep the flow of the school year going. You are the gatekeeper. Your focus is on supporting students in their learning journey, paying attention to their individual needs and adapting your approach accordingly. Your role will include but may not be limited to activities, such as:

### **Learning Support Pathway Developer:**

- Working with teachers to support the development of clear, individualized goals for students for each semester.
- Meeting with teachers to discuss diagnostic reports.
- Following up on paperwork required for diagnosis for the purpose of funding.
- Develop student profile for the purpose of potential enrolments in reviewing all new student's paperwork and reports. Deciding what learning support, they are going to need and advising teachers accordingly.
- Working together with campus staff on identifying strategies to best engage students based on their needs/diagnosis.
- Identify, develop and write intervention systems.
- Develop targeted interventions for learning support education assistants to facilitate
- Developing topic specific interventions for students in their areas of interest or weakness.
- Running prep classes before assessments.
- Teach targeted interventions to students.
- Facilitating small group intervention sessions with students.
- Organizing and creating engaging resources for students, for example booklets, games, etc.
- Initial creation of Documented Plan for students.

### **Learning Support Coordinator:**

- Identifying and requesting Online Literacy and Numeracy Assessment (OLNA)/ National Assessment Program – Literacy and Numeracy (NAPLAN) adjustments.
- Regular updates to track students OLNA results.
- Supporting the Learning Support Coordinator with funding processes.
- Completing documents to meet Inclusive Education (IE) and NCCD funding needs.
- Checking in with campus staff on NCCD funding adjustments and levels.



- Having an advanced knowledge of SEQTA to support in the capture of student development, accurately and timeously.
- Following up reports for enrolments in the creation of student profiles.
- Tracking all Learning Disability (LD) and Intellectual Disability (ID) diagnosis and ensure options are offered.
- Line managing Learning Support Education Assistants.
- Preparing campus staff for standardized testing.
- Assisting with finding students reports and letters.
- Chasing up other staff members for completion of reports.
- Managing referrals to therapeutic services (internal /external).

**Administrative:**

- Accurately and timeously managing student data.
- Collaborate with Therapeutic Lead to follow up on missing paperwork required for diagnosis from external parties.

Extra curricula activities as and when required.

## You will know you're successful when

- Student documented plans are reviewed and updated regularly.
- Students are supported in achieving their goals.
- Education Assistants are empowered to assist the students in their learning Journey.
- Education Assistants feel comfortable to approach you for support when they are not sure what to do.
- All SEQTA and Nationally Consistent Collection of Data (notes) are done accurately and timeously.
- Education Assistants and Teachers know how to upload student notes accurately. You ensure all members of the team understand what each student needs and are working together to achieve that.



## Your opportunities to grow

At Alta-1 we believe in cultivating a work environment that encourages personal and professional growth. We want to see our staff and students thrive through:

- Mandatory Professional development activities.
- Professional development activities arranged by self, according to interest and professional improvement, as negotiated with your Regional Principal or Director of Students Service.