

ALS PRACTITIONER

Job Description

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JOB TITLE | Additional Learning Support Practitioner (SEND & Apprenticeships)

LOCATION | Fully remote with national travel as required.

HOURS | Full Time

RESPONSIBLE TO | SENDCo

TRAVEL | You will be required be required to travel to various locations. You will have a full UK driving licence and when required be able to use your own vehicle which must be insured for use on business using your own vehicle.

DBS CHECK | CASE is committed to safeguarding. For specific job roles, post holders will be subject to a satisfactory DBS check.

REMUNERATION | From £34,000 per annum



REQUIREMENTS

Essential

- Certificate in Education / PGCE or equivalent
- Minimum 2 years' experience supporting or teaching learners
- Experience working with learners with SEND and/or SEMH needs
- Willingness to undertake relevant CPD in SEND and access arrangements

Desirable

- Knowledge of the SEND Code of Practice (post-16)
- Experience in apprenticeship or further education settings
- Experience supporting learners with EHCPs
- Understanding of JCQ access arrangements processes
- Assessment Practising Certificate

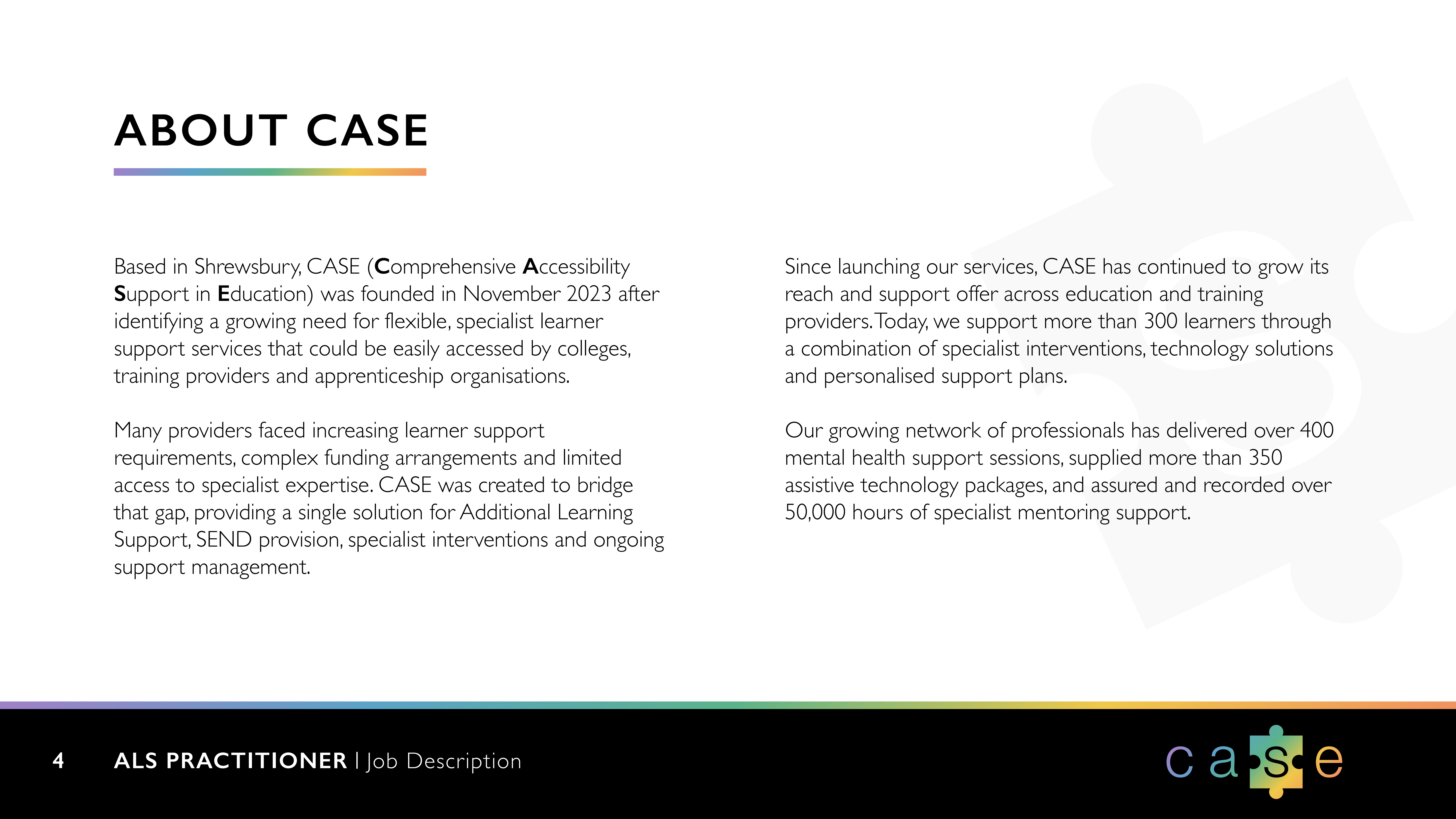


SKILLS, QUALITIES & ATTRIBUTES

- Strong relationship-building skills with young people and adults
- Excellent communication and collaboration skills
- Empathetic, patient, and non-judgemental approach
- Strong organisational and time management skills
- Ability to remain calm and solution-focused under pressure
- Commitment to safeguarding and inclusion



ABOUT CASE



Based in Shrewsbury, CASE (**C**omprehensive **A**ccessibility **S**upport in **E**ducation) was founded in November 2023 after identifying a growing need for flexible, specialist learner support services that could be easily accessed by colleges, training providers and apprenticeship organisations.

Many providers faced increasing learner support requirements, complex funding arrangements and limited access to specialist expertise. CASE was created to bridge that gap, providing a single solution for Additional Learning Support, SEND provision, specialist interventions and ongoing support management.

Since launching our services, CASE has continued to grow its reach and support offer across education and training providers. Today, we support more than 300 learners through a combination of specialist interventions, technology solutions and personalised support plans.

Our growing network of professionals has delivered over 400 mental health support sessions, supplied more than 350 assistive technology packages, and assured and recorded over 50,000 hours of specialist mentoring support.

MAIN PURPOSE OF POST

This role focuses on providing high-quality, targeted learning support to apprentices with additional learning needs, ensuring they can successfully engage with their programme and achieve their qualification.

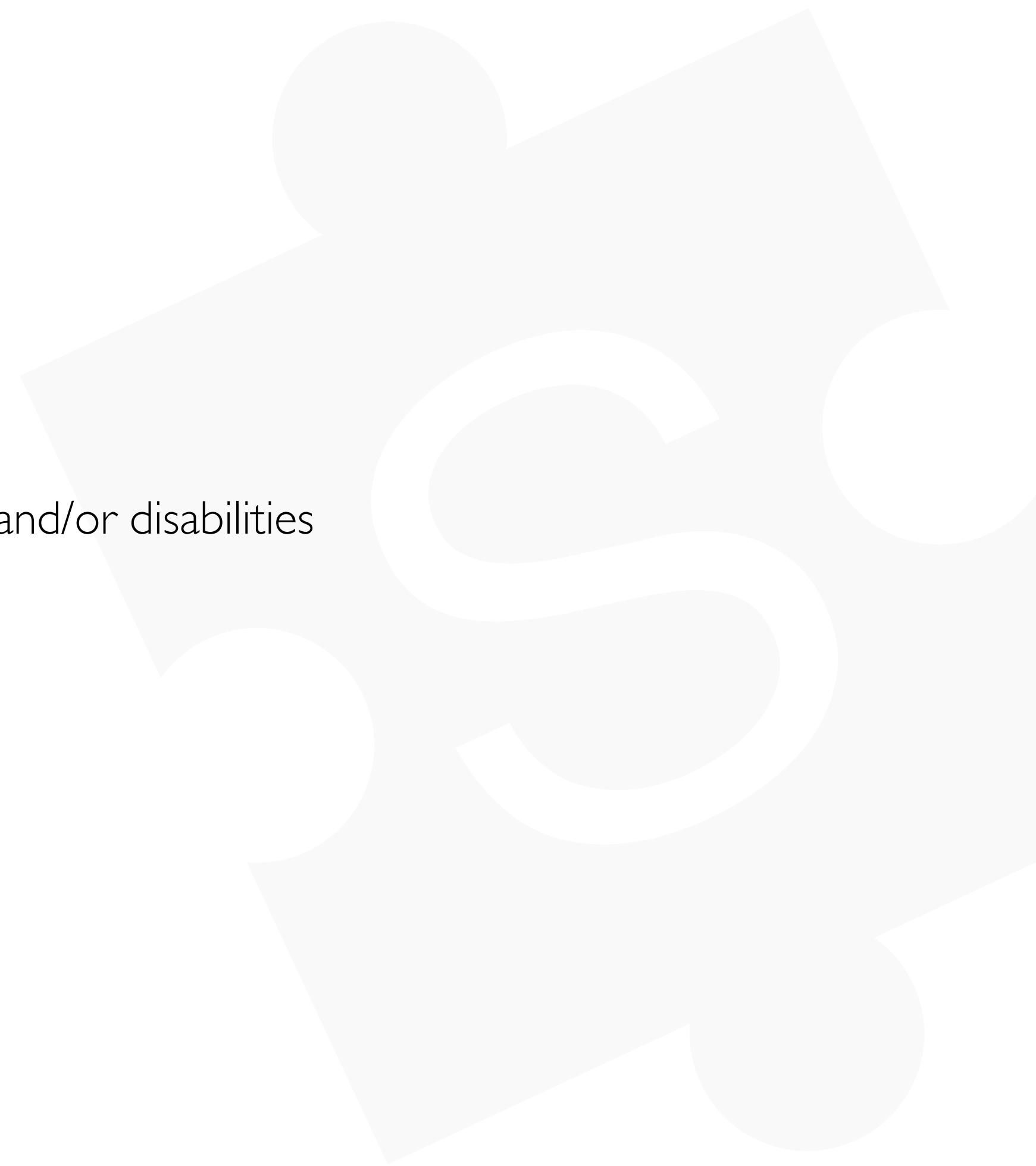
You will play a key role in:

- Identifying support needs
- Delivering or coordinating tailored interventions
- Promoting inclusive practice
- Recording and evidencing ALS

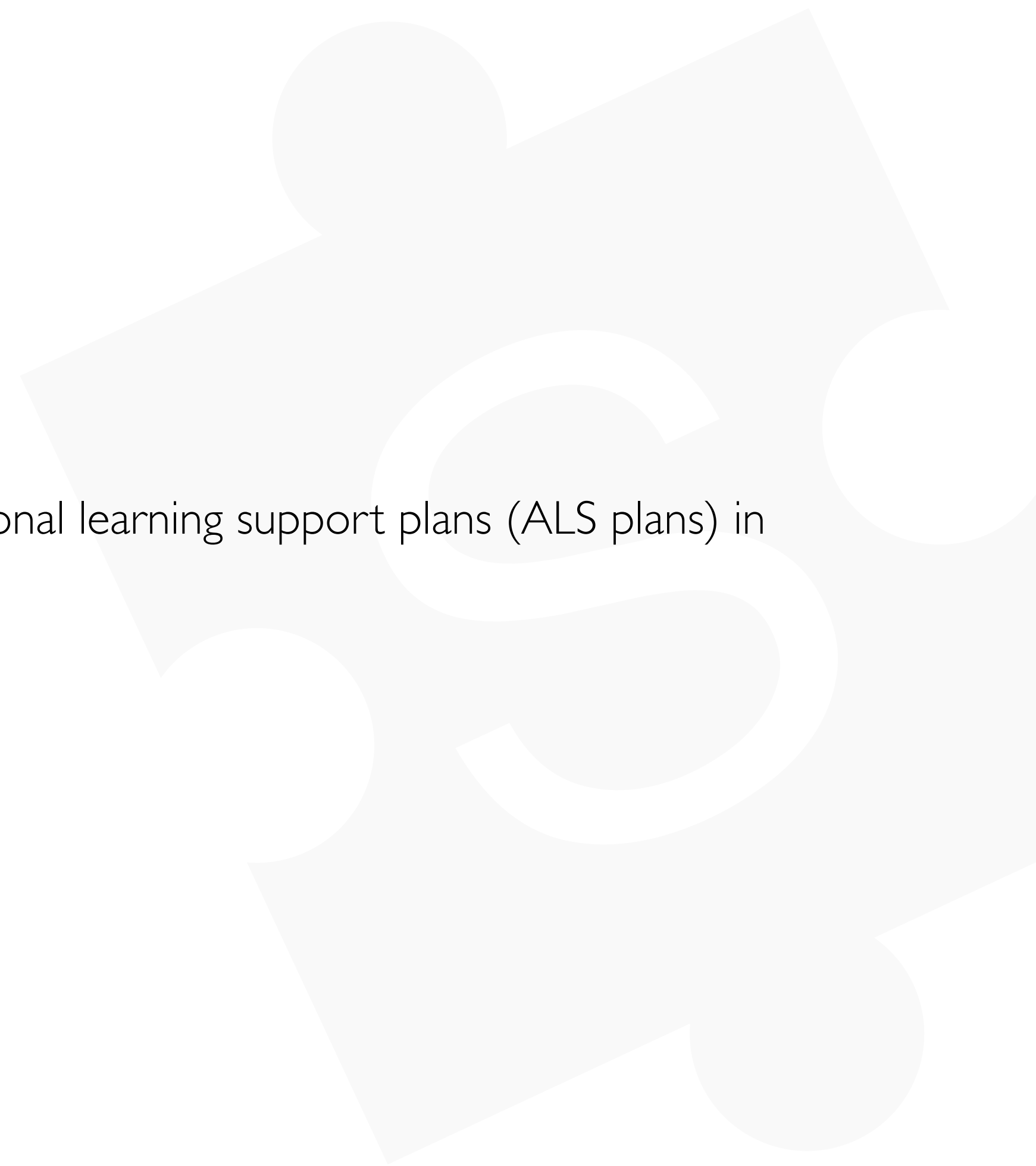
KEY RESPONSIBILITIES

I. Assessment & identification of needs

- Conduct initial screening of apprentices with additional learning needs, learning difficulties and/or disabilities
- Support the identification of appropriate support strategies and access arrangements
- Assist in gathering evidence for exam access arrangements in line with JCQ regulations



KEY RESPONSIBILITIES



2. Learning support planning

Ensure plans are practical, learner-focused, and regularly reviewed. Develop and maintain additional learning support plans (ALS plans) in collaboration with:

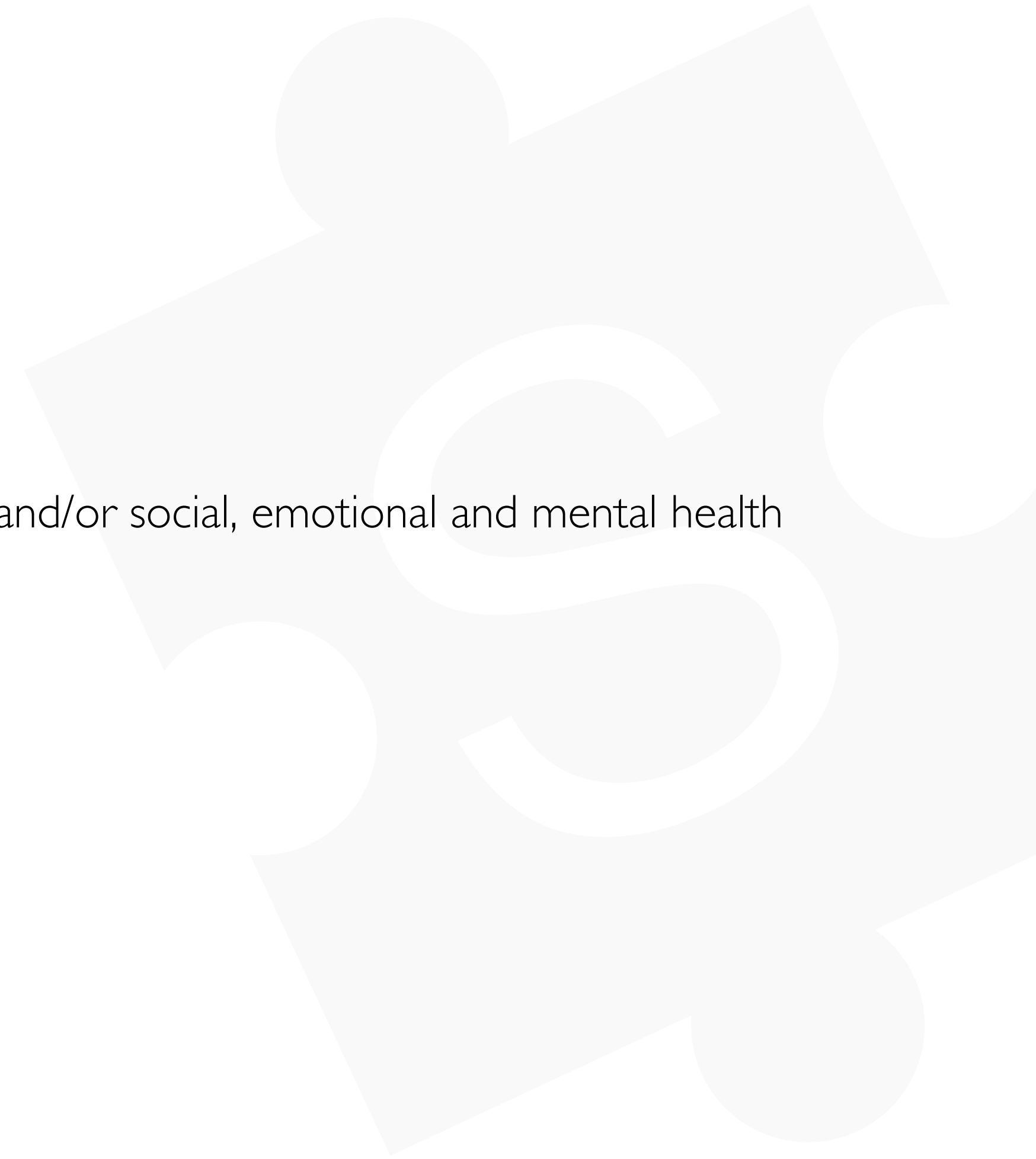
- Learner
- Skills Coaches
- SENDCo / Quality Team
- External Contractors / 3rd Party Support

KEY RESPONSIBILITIES

3. Delivery of support

Provide targeted 1:1 and small group support to apprentices to overcome barriers to learning and/or social, emotional and mental health issues. For example, support with:

- Assignment/task completion
- Organisation and time management
- Use of assistive technology
- Resilience
- Self-regulation strategies
- Promote engagement



KEY RESPONSIBILITIES

4. Monitoring, recording & compliance

Maintain accurate records:

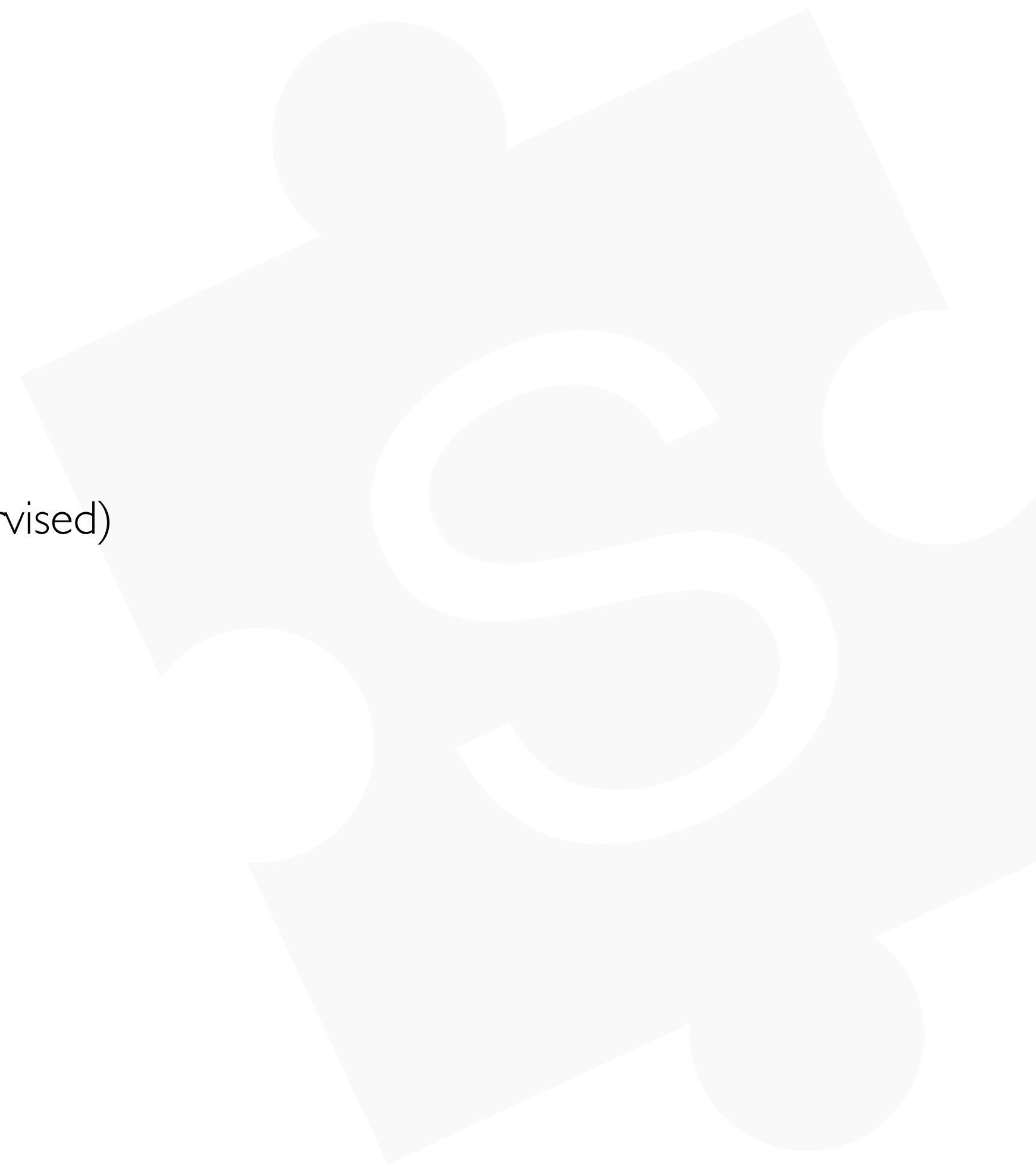
- Support delivered
- Learner progress
- Impact of interventions
- Record support activity on the Learner Management System
- Support compliance with JCQ regulations and EPAOs and awarding organisations



KEY RESPONSIBILITIES

5. Access arrangements support

- Assist in preparing documentation for JCQ form 9 (where appropriately qualified or supervised)
- Maintain accurate records of access arrangements
- Liaise with the SENDCo/quality team to ensure timely applications



KEY RESPONSIBILITIES

6. Collaboration & communication

- Provide guidance to staff on supporting learners with additional needs
- Contribute to reviews, including EHCP annual reviews where required

Work closely with:

- Skills Coaches
- SENDCo
- Quality Team
- Employers (where appropriate)
- 3rd Party Support (where appropriate)



KEY RESPONSIBILITIES

7. Quality & continuous improvement

- Monitor the effectiveness of support provided
- Support Skills Coaches and Mentors to adapt approaches based on learner progress
- Engage in ongoing CPD to maintain up-to-date knowledge





MENTAL HEALTH | ASSISTIVE TECH | EXPERT MENTORING