

Xi'an Liangjiatan International School

Learning Enhancement Needs Job Description

The role of the Learning Enhancement teacher is to provide support for students with special learning needs in the Secondary at XLIS. The goal is for the students to integrate as fully as possible into the regular routines of the classes. This job description is to be followed along with the Staff Handbook, XLIS Language Policy and XLIS Assessment Policy. The Learning Enhancement teacher is required to adhere to the following criteria.

Section A – Philosophy

1. Support the IB philosophy and mission statement
2. Support the vision, mission and philosophy of XLIS
3. Establish and maintains open communication and respect towards colleagues, students and their families.
4. Represent the school in a positive manner both inside and outside of the school.

Section B – Collaboration

1. Participate in collaborative planning meetings
2. Maintain a positive attitude towards the development of student learning and curriculum
3. Work with parents and the school community to develop understanding for Learning Enhancement

Section C – Assessment

1. Work with teachers to create suitable assessments for students who have learning challenges and gifts
2. Provide support for students with their assessment
3. Provide students with constant feedback to inform and improve their learning
4. Keep records of student progress
5. Use assessment data in order to inform teaching and learning
6. Participate in parent-teacher conferences

Section D – Teaching & Learning

1. Support individuals or groups within or outside of the regular class
2. Develop knowledge of the particular needs of a child
3. Foster an inclusive environment at the school
4. Support students in the playground and to support safe play

5. Provide training for teachers
6. Provide a positive learning environment that is conducive to learning and creates high expectations
7. Utilize special skills such as teaching sign language or Braille

Section E- Referral Process

1. Refer students to licensed psychologist for Psycho Educational testing to determine special consideration for the Diploma Programme
2. Work with the Diploma Programme teacher to facilitate special considerations for course of study and DP mocks and exams
3. Work with DP teachers to facilitate access to full course including exams