

Student number- 0800998

Lorraine Hooper

Skills for Employability for the 21st Century (ECIE5007)

Zander letter

Dear Mr Zander I have achieved my A on June 2025 because of my positive mindset and the capacity to develop my basic skills through hard work and determination. I have followed some great mindset techniques which has allowed me to gain confidence. These are techniques from (Dweck, 2015) she believes, depending on what mindset you have, can impact learning experiences, this can be the difference between a fail and limit growth or success and a pass which will allow greater growth success and skills to be learned through a better and more positive outlook on your learning journey. These included quotes such as 'I won't give up' 'I can learn anything I want to' and one that pushed me through my course 'if I succeed, I'm inspired'.

Not only for myself but to be an inspiration for my two daughters, who have watched me doing my work and having my head in the books, up at all hours to make sure hand it in on time, but then could see the happiness on my face when I achieved and the sense of pride when I had completed my work. Believing in myself through my course fully allowed me to take every opportunity and succeed to my fullest potential. Not only does growth mindset, allowed me to have a better experience through the learning year it allowed me to deal with problem solving, embrace challenges and gaining resilience to keep pushing through. Even though there were times where I didn't fully understand, having feedback was a great learning opportunity to improve and to better my work, failing wasn't the end but a learning path in which I could grow (Tromp, 2021).

Following the theory of (Zander, 2014) I was able to go into my year feeling less stressed and was able to concentrate on my work with ease. This allowed me to gain courage and have a positive outlook on my last year of my course. It allowed me to see my potential and the possibilities that were out there for me if, I aim for them and stop putting barriers and limitations in my way. Because I felt the sense of achievement, my confidence grew, and I could see I had all the possibilities of succeeding. Reflecting on previous years you build up so much pressure and trying to deal with confidence and insecurity whether your good enough should I be on this course, am I as good as the rest, and its thoughts like this that can throw you of track and not let you fulfill your best potential. This way it helped me understand how I learn best and how I could achieve the best from myself in the best way. I have noticed I am a Auditory learner; this means that I learn best through listening. This really worked for me especially when we had the face-to-face meeting as talking about the topic really helped me understand what I needed to do and pick up on different views from the other students.

I have gained so much knowledge and understanding of what type of learner and worker I am. Understanding my strengths and weaknesses. This all helped with self belief and self-confidence, for me to gain and develop skills. Skills such as time management, making notes and re-reading

them, listening back over the teams meeting have all made an impact on my journey. Even the group of students that are on the course have helped with positive attitudes, willingness to help and support one another.

I am confident with the skills and knowledge from this experience will help me with future growth and other professional goals, such as working with children with mental health or with social services. I understand that believing in my goals and what I can do will help me accomplish anything I want.

From Lorraine Hooper

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CV

Lorraine Hooper

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Career profile

I am currently in my final year of my Inclusive Education degree, aiming to achieve a distinction. Whilst working as a qualified learning support assistant for 15 years in a local primary school. Working with children has always been a passion of mine, and working in a school helps me show my nurturing and caring attitude. Showing commitment and dedication, I am positive, supportive, friendly, and able to provide high levels of professionalism around the school setting. I have many roles which allow me to work with groups of children, as well as take the class on my own and be responsible for interventions. With my skills, attitude and experience I want to further my career to allow me to showcase my knowledge and help children with a range of needs and mental health.

Education / qualifications

2022-present Inclusive Education degree UWTSD

My degree course of inclusive education has allowed me to develop so many skills, personal and professional. It has allowed me to understand so many topics to do with education such as topics like Why numbers matter and Behaviorism, ALN and many more topics and subjects. These have helped me understand and effectively use skills in my work setting to support and provide knowledge to my year group. I have developed ICT skills producing posters, videos, power points and more. I want to further develop my skills, which will be applying to do the fourth year through Trinity College as I want to stay in the education profession as I feel this is where my strengths and passion are.

2008 – 2009 - BA Early years education pass first year

2006- 2008 - A levels Health and social care (double) C, Food and technology C

2006 - GCSE's Pembroke Secondary School

Includes English B, Maths B, Science C.

Vocational Training & Qualifications

2009 – 2010 Children's care, learning and development NVQ 3 pass

Employment

2006- 2008 - Bar and Waitress

Holyland hotel – Longhouse restaurant

Duties include:

Working as part of a team, life skills, time management, handling cash, checking stock, booking tables, how to talk to people, increased my communications skills, silver service so having a level of professionalism, to problem solve under pressure, which has helped me gain resilience and confidence.

2006 – 2008 Babysitter

Duties include:

I was responsible for a 5-year-old girl, prepared meals, cleaned, homework, reading, planned appropriate activities, supporting her creative and imaginative skills.

Current employment

Pembroke Dock Community School

2009 Voluntary whilst completing my CCLD NVQ3

Through this period, I worked through the school, making myself flexible and willing to learn and help in all different year groups, supporting the teacher, following instructions and most of all supporting and helping the children with a range of different needs. I made myself available to volunteer within the school as I was committed to my NVQ, as well as enjoying working in the education setting.

2010 Paid work - year 2 and LRC

I was given a job in a year two class, where I started to take groups of children, undertaking reading sessions and providing resources for the class teacher. I also helped in LRC, where I helped children with autism, ASD, global delay and other additional needs. I learnt a lot of new approaches to teaching and dealing with situations, following intervention programs and IEP's.

2011 - Full time employment – I was asked to work 1:1 with a 3-year-old boy who was diagnosed with autism. I had to follow and put together programmes, strategies now and next charts, token chart, which allowed him to continue in a mainstream class, maintained a great relationship with his mum to make sure that he had his needs best met and was able to communicate any information.

2014 - I was also asked to work with a girl diagnosed with type 1 diabetes – responsible for checking her blood levels, administering medication, monitoring her readings, letting her be as independent as possible, having a relationship with parents to discuss her levels and any ways forward. This brought great responsibility but committed myself to undergo all the necessary training as well as keeping a great relationship with the pupil.

Current job role

2019 to present – I have been working in year 6 for the last 5 years. My roles have varied throughout my time.

I now am responsible for wellbeing check ins- year 6 pupils, my role is to listen, showing empathy and understanding. Reporting any concerns or to follow any problems with class teacher. This shows my caring and nurturing personality, allowing the children to trust and talk to me about any problems.

Mainstream LSA- Supporting three classes with LSA duties, listening to readers, supporting children with dyslexia following an intervention programme, memory club, working with ALN children, following instructions from class teachers, improvising gathering resources for group work, follow the planning to deliver a lesson, playground duties, running a social club – planning games, activities and providing a safe place for the children. Dealing with behavior so showing my calm, empathetic, skills to help the children deal with their emotions.

Acting up having the class to cover when the teacher is out, delivering a lesson making it fun and engaging. Being able to liaise with other staff members to pass on information.

Trained Elsa - emotional literacy support assistant where I provide activities based on needs such as bereavement, self-esteem or friendships. This can be done in a group or 1:1 basis.

Throughout my time in my work place I feel my skills of listening, being kind, fair, and nurturing help me build trusted relationships with the children, and my skills of good communication, team player, positive outlook, flexible has helped me create a great work relationship with all staff members.

Other skills

First aid trained, completed online training through Pembrokeshire County council.

Cover letter

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01/11/2024

Mrs Thomas
Pembroke Dock Community School
Bush Street, Pembroke Dock
SA72 6LQ

Dear Mrs Thomas

I am writing to express my interest in the higher-Level teaching assistant (HLTA) position at Pembroke Dock Community School, as advertised on the Pembrokeshire County council website. With a background of an experienced Lsa in an educational setting, I believe that my passion and dedication for helping and supporting children will make me perfect for this role.

In my current role as a Teaching Assistant for the last 15 years I have gained an incredible amount of knowledge and experience working hands on throughout the school. Throughout my time I have been a part of their development plan to help move forward and hit targets, that has been so rewarding to see and be a part of. I have taken on many different roles throughout my time, this includes following instructions from teachers to create a learning environment to engage and encourage and to ensure the children's needs were being met but also encouraging them to reach their full potential, following and delivering lessons plans, responsible for creating lessons for my intervention groups, Elsa and social club, which I ran at play time. I have worked with children with additional learning needs as well as working with a young pupil with autism and working with a pupil with type 1 diabetes. Skills I have learnt from my roles are

organisation, communication, being flexible working as a team member and most importantly making sure the children's needs are being met.

I hold 9 GCSE C and above, having maths B, english b science C. I stayed in school to get my A levels double health and social care C and food technology C. From school I completed a year in BA early years education, which I gained great theory experience throughout the topics. I then went on to do my NVQ 3 cld, which I passed then have been in full time employment since, now I am studying towards my Degree in Inclusive education through Trinity College Carmarthen on my final year hoping to pass with a distinction.

I always want to better myself focusing with my professional development, which allows me to give the best type of teaching and care towards the children, I keep up to date with all my online training allocated through Pembrokeshire County council, learning Welsh through an app, first aided trained, trained Elsa (supporting children's well-being). My next project after I complete my degree is to continue studying, signing up to do the fourth year and looking at doing a counseling course.

I am particularly drawn to Pembroke Dock Community school because you are the heart of the community, providing the children with lots of opportunities to thrive and succeed, making learning about the children following visible learning and making the new curriculum with the four purposes come to life in your school setting. I admire the amount of responsibility the children have with all the roles and learning experiences that are provided as well as the children's voice groups and teaching them about children's rights. I am eager to be a part of your community with my experience of being an lsa for 15 years I understand the importance of the children and I have passion and dedication for this job, showing you my skills in ict, of positivity, nurturing, fun, enthusiasm and being able to bring my knowledge of my degree to your school and being part of your team.

Thank you for considering my application. I believe i will be a great addition to your Pembroke Dock community team. Please feel free to contact me on 07791270073 or lozly@hotmail.com to arrange a conversation.

Warm regards,

Lorraine Hooper

