

SOPHIE PHILLIPS



SOPHIE.ELEANOR98@ICLOUD.COM



07488279361

## SKILLS

- Classroom management
- Classroom support
- Behaviour modelling
- Additional needs education
- In-class ALN support
- Level 1 Beginner British Sign Language

## AWARDS

Playmaker Award - 2018

Dyslexia Awareness: Part 1 & Part 2, in partnership with Made by Dyslexia - 2021

## EDUCATION

**Gower College Swansea (Coleg Gwyr Abertawe)**

Diploma of Higher Education: Children's Care, Learning and Development Level 3, 07/2020

## PROFESSIONAL STATEMENT

I am a motivated individual with seven years of paid and voluntary experience in primary education. I have a wide knowledge of developmental milestones and theories. I am able to create nurturing and welcoming environments for children. Implemented activities for ALN children to learn from, most time I have adjusted activities to suit the needs of the child participating in that activity

I am a dependable person with more than seven years of experience working with children aged 3 to 11. I am looking forward to showing you my passion for this job role. I am excited to work with children to support them in becoming an independent individual.

Focused graduate student currently pursuing a degree in Education Studies: Additional Learning Needs and Inclusion, seeking to secure a rewarding role as a Teaching Assistant. I am a very organised and I am skilled in multi-tasking, leading classroom discussions and mentoring students.

## EXPERIENCE IN PRIMARY EDUCATION

### Relief Support Staff

**Swansea City Council.**

**October 2020 – Current**

### Part-Time Support Staff

**Swansea City Council**

**September 2018 – July 2019**

### TASK UNDERTAKEN DURING ROLE

- Provided outstanding support to special needs students, ensuring safety and access to equitable learning.
- Provided additional learning support to groups of students, while promoting their confidence.
- Supported students individually during in-class activities and projects.
- Provided helpful maths and English support to Key Stage 1 and 2 pupils.
- Created positive, engaging learning environments to improve student experiences.
- Observed children during social interactions and encouraged positive choices for minimising and resolving conflicts.
  - Maintained child safety, security, and good behaviour during classroom and outdoor activities.
- Cleaned, organized, and restocked classrooms for upcoming classes.
  - Helped teacher prepare class material and wall displays.

Diploma of Higher Education: Health and  
Social Care Level 3, 06/2018

#### HOBBIES

Swimming

Surfing

Gymnastics

Playing Music (I can play a few instruments)

- I have enforced rules and instructions to maintain discipline.
- I have supported other members of staff on school trips

#### OTHER ROLES UNDERTAKEN

##### **Lunchtime and Breakfast Club Support and Supervision**

###### TASKS UNDERTAKEN DURING ROLE

- Served meals to children whilst employing awareness of individual dietary needs.
  - Collected, washed, and tidied up trays, cutlery jugs and cups.
- Monitored playground at break and lunchtimes, enforcing school rules and policies to students.
- Supported smooth running of lunch period for children aged 4 to 11.
- Supported personal hygiene tasks, such as washing hands to develop children's independent skills.
- Promoted positive manners by enforcing lunchroom rules and promptly addressing negative student behaviour.
  - Maintained a clean and safe environment of lunchroom and playground areas, sanitising toys, playground equipment and lunchroom tables to the highest standards.
- Helped to organise children in the hall, classrooms, and outside areas, consistently maintaining orderly conduct while monitoring the safety of students.
- Promptly and accurately handled and reported incidents in line with school procedures.
- Promptly cleaned eating areas and key touchpoints to accommodate the next sitting.

##### **1 to 1 Support**

###### ASK UNDERTAKEN DURING ROLE

- Supported children that have been diagnosed with learning disabilities. Such as Dyslexia, ADHD, and Autism.
- Monitored and recorded behaviour patterns and tracked food intake for medication to be administered.
- Ensured that the surrounding environment is suitable for the child to have the best outcome of education.
- Planned and implemented activities for the child to participate within.
  - Maintained child safety, security, and good behaviour during classroom and outdoor activities.
- Supported students individually during in-class activities and projects.
  - Completed daily reports.



- Used behaviour modelling to reinforce communicational skills and behaviour management.
- Assisted students with small tasks that they struggle with such as putting on coats or opening fruit and milk.



# Personal Development Plan

|                                       |                            |                       |           |
|---------------------------------------|----------------------------|-----------------------|-----------|
| <b>NAME:</b><br><b>Student Number</b> | Sophie Phillips<br>2003475 |                       |           |
| <b>Starting Date</b>                  | March 2022                 | <b>Finishing Date</b> | 2023-2024 |

| <i>What Do I Want/Need to Learn?<br/>What Do I Want to achieve?</i>                                                             | <i>How Will I Achieve this?</i>                                                                                                                                                                                                                         | <i>How will I need support achieving this?</i>                                                                                                                                                                                                                                                                                            | <i>What will be my Success Criteria?</i>                                                                                                                                                                  | <i>Target Date Review or Completion</i>                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complete Degree in Education Studies: Additional Learning Needs and Inclusions.</b>                                          | <p>I will achieve this by continuing to attend University and work my hardest to achieve the best possible grade I can achieve.</p> <p>This degree will allow me to learn more about ALN, from legislations to practical skills to use in practice.</p> | <p>To support me thought this degree, I will need to use the resources that are available for me. For Example, The University Library and The Internet. To get the most recent information for my degree.</p> <p>I will also need support from lectures and student support to ensure that I am on the right path for my assignments.</p> | <ul style="list-style-type: none"> <li>- Complete assignments assign</li> <li>- Continue doing further research and readings to support assignments</li> <li>- Aiming for marks of 60 or above</li> </ul> | <p>I aim to complete this goal by June 2023.</p> <p>I will review this goal in August of 2022. To ensure that still aiming for the same outcome or if I need to change anything.</p> |
| <b>Gaining More Knowledge and Experience with Additional Learning Needs (ALN) Specific Needs, and how to support them best.</b> | I will achieve this by working alongside a co-worker (School ALNco) in sessions held for children with ALN needs, where I can.                                                                                                                          | I will ask my co-workers and lectures in where they think I need to improve more upon. This will support me in knowing                                                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>- Work with Co-worker (ALNco) and with a variety of children with Additional Learning Needs</li> </ul>                                                             | I aim to complete this goal by June 2023. However, this will be a goal that I will repeatably work upon.                                                                             |

|                                                                        |                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                    |                                                                                                                                                             |
|------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                        | <p>Doing more research on all types of Additional Learning Needs and how to best support them, alongside continuing with my University Course</p>                                                                                                                                                                   | <p>any weaknesses I may have currently.</p>                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>- Complete research on all types of Learning Needs. Using the internet to widen knowledge of ALN's such as blogs or Vlogs</li> </ul>                                                                                                                        | <p>I will be reviewing this goal every few months.</p>                                                                                                      |
| <p><b>Learn British Sign Language.</b></p>                             | <p>I will achieve this by completing the online class that I have started with <b>British sign</b>.</p> <p>I will also practice Sign Along within my practice.</p>                                                                                                                                                  | <p>To support me in completing this goal I will use all the resources that British-Sign give me through the course.</p> <p>I will also practice regularly. For example, signing around family and friends.</p>                                                                                                                                                | <ul style="list-style-type: none"> <li>- An hour a day on one session of the class on British Sign course.</li> <li>- Practice already learned signs with family and friends. To remember signs and get habit of sign along.</li> </ul>                                                            | <p>I aim to complete this goal before August 2022.</p>                                                                                                      |
| <p><b>Challenging Behaviour Management And Conflict Management</b></p> | <p>I will achieve this by developing this skill through completion of Module Six in my degree (Challenging Behaviour and Classroom Management)</p> <p>I will achieve this goal by using knowledge and skills gained and developing in Module Six and putting them to practice while I am working with children.</p> | <p>To support me in achieving this goal I will practice this skill during my practice and ask co-workers where they think I could improve on managing behaviours.</p> <p>To further support me though this I will use the internet, to research current strategies to overcoming challenging behaviour and conflict. Like methods like 'Gentle Parenting'</p> | <ul style="list-style-type: none"> <li>- Keeping up to date with current trending strategies to managing behaviour and conflict that may work for different children.</li> <li>- Using different methods of management in practice to ensure the best strategy is in place for children</li> </ul> | <p>I aim to review this goal in May once I finish module six.</p> <p>I aim to complete this goal by September 2022 and revisited every couple of months</p> |
| <p><b>Therapy Play</b></p>                                             | <p>I will achieve this by researching about therapeutic play and how useful it is for</p>                                                                                                                                                                                                                           | <p>To support this goal, I will need to free-time to start attending</p>                                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>- Finding training sessions or/and course I could</li> </ul>                                                                                                                                                                                                | <p>I would like to achieve this goal by 2024.</p>                                                                                                           |

|  |                                                                                                                                                                                                                                              |                                                                                                                                            |                                                                                                                                                                   |  |
|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
|  | <p><i>children in an education setting.</i></p> <p><i>I will also research in how and where I could do training for Therapeutic play. Or finding a course that will provide me with the skills and knowledge I would like to develop</i></p> | <p><i>training or course to develop this skill.</i></p> <p><i>I could also ask Co-workers on the best way to develop these skills.</i></p> | <p><i>attend to start the process of this skill.</i></p> <ul style="list-style-type: none"> <li>- <i>Once gaining this skill, using it in practice</i></li> </ul> |  |
|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Dear Past Self,

I got my degree in Education Studies: Additional Needs and Inclusion because I was able to focus upon my studies and produced the best possible work that I could. I am still gaining experience from our supply support job; however, it is now becoming a full-time role as a 1:1 support staff. We are enjoying this experience of working closely with this child watching them develop more every week, it feels very rewarding.

We are now Level 1 trained in British Sign Language and are starting another course to develop more on this skill. This skill is becoming more wanted with our role as we are using more sign along, this is using both Sign Language and Speech together. (Sign Along, 2022). Children with and without Additional Learning Needs (ALN) are both having positive outcomes within their education and lifestyle, having sign assisted communication is a useful tool to children that have trouble with their communication or understand instructions.

From working in the school, we have developed skills like taking groups of individuals for Read, Write Inc. This has boosted my confidence in teaching children dramatically. We listened to any criticism and feedback, learned from these are developed more on those areas that need to improve. Such as our classroom management, finding strategies that worked well for both me and the pupils that I am working with, to be able to grab their attention quickly and have control over the activity/session. We have also developed the skill of early preparation, this stopped us from over-stressing and developed upon our organisation skills.

I completed and achieved C Grades in GCSE Math and Science. This is going to allow us to get on to a PGCE course to become a teacher. We set a goal to complete our GCSEs by 2023, because of this goal I was able to be successful and resit the exam for the best possible outcome.

I gained the confidence to start back at gymnastics and swimming, I have developed more skills and developed stress management skills through this. Swimming became a good stress relief for me, which help me become a more active person again. Skills I have learnt in swimming and gymnastics, I was able to continue practice outside of that environment and use that knowledge to teach children within my workplace during PE sessions. This is both warm-up sessions and activities to implement for the children, these activities could also be given to the children to take and make their own interpretation.

Working with children has been the best experience I have had, I have learnt many different skills and learnt how to implement those skills and knowledge in my workplace. We worked closely with ALNco, and I have been trained to take a group of children with additional needs out of class to focus on areas that they need support on. For example, one session I have done with a small group of nursery children is structured around focusing on instructions and speech.

Sophie Phillips (2003475)  
Zander Letter

Through this I was able to develop strategies to gain and keep their attention. Along with teaching strategies to help them with their speech. Through these sessions we use a lot of Sign Along, this is because a few of the children in the class have little to no communication skills, Sign along allows them to understand what is being ask of them. Along with behaviour management skills that I have developed through working with children and through a module completed in year two in my degree, one main method strategies we use in these sessions is behaviour modelling.

Yours sincerely,

Sophie

## Reference

Herbert-Smith, K., 2018. *6 Ways To Boost Your Confidence as a teacher*. [Online]

Available at: <https://blog.irisconnect.com/uk/community/blog/5-ways-to-boost-your-confidence-as-a-teacher-1/>

[Accessed 28 03 2022].

Sign Along, 2022. *Sign Along*. [Online]

Available at: <https://signalong.org.uk/>

[Accessed 28 03 2022].