



Job Description

Role: **Learning Support Assistant**

As a member of the School's Learning Support team the post holder will be seen to act in a way that demonstrates, professional excellence and support for the aims and ethos of the school.

Per Annum: £20,094.33

HOURS: 37 per week during term time

Line Manager: Teaching Support Manager

Main Responsibilities:

- To provide support in and out of the classroom to aid in the individual development of pupils under the direction of the Learning Support Manager and class teacher, as appropriate.

Duties:

- At the direction of the Learning Support Manager, you will provide an appropriate level of support to the class group/individual pupils to whom you are allocated to assist in their learning.
- At the direction of the Learning Support Manager/Class teacher, you will assist in the modification and differentiation of work for pupils, organisation of classroom equipment/resources and the development of teaching materials.
- Attend any professional development activities as identified by the Learning Support Manager.
- Plan and prepare for the delivery of support to pupils as directed by the Learning Support Manager/Class teacher.
- To be aware of and work effectively within the school's own policies and procedures
- Record the progress of the pupil with reference to specified learning targets and provide regular feedback on this to the classroom teacher and others as required.

- Develop an understanding of the specific needs of pupils, establishing a supportive relationship that provides support whilst encouraging independence.
- Provide effective learning support for pupils, in order that they may have access to, the broad, balanced relevant and differentiated curriculum provided.
- To maintain an awareness of the wider statutory framework within which the school operates.
- To behave professionally at all times and maintain confidentiality of information.
- Ensure security and safety of the children and young people within the school.
- Be aware of and respond appropriately and professionally to the needs of the children and young people's – physical, emotional, spiritual, intellectual, social, and cultural development.
- Such other duties that the principal may from time to time ask the post holder to perform.

Other duties and responsibilities

- This job description is subject to amendment from time to time as the needs of the school and pupils may require, and only after consultation with you. If, following consultation, agreement can not be reached with the employee; the employer reserves the right to make revisions to reflect the needs of pupils or the school.

Job and Person specification

- Attached are the Job and person specification for this post. They will be identified by the application form (A), Interview (I) or Reference as appropriate and are denoted as being either essential (E) or desirable (D).