



Job Description for Learning Support Assistant

Responsible to:	Headteacher
Line managed by:	Deputy Headteacher & SENCo/Class Teacher
Purpose of job:	<p>To ensure the effective inclusion and support of SEN children in school implementing the school's SEND Policy and procedures under the direction of the SENCo and class teachers.</p> <p>To support members of staff in the daily running of the school.</p> <p>To play an active role promoting the well-being of all children and to actively promote and adhere to all school safeguarding policies and procedures.</p>

Job Profile: Learning Support Assistant

To support children's learning so that additional needs are not a barrier to independence and success.

Learning Support Assistant responsibilities include:

- To support the well-being and happiness of pupils, being aware of their mental health needs and recognising when a child needs additional support in this area.
- To support children's learning, providing scaffolded support with a view to developing independence.
- To enable children to feel success in their learning and other aspects of school life
- Clarifying and explaining instructions
- Ensuring pupils are able to use necessary equipment
- Motivating and encouraging pupils in all areas of school life
- Assisting in areas of specific need, such as speech and language or writing tasks
- Supporting pupils to utilise strategies to aid concentration and access tasks
- Attending to pupils' personal and health needs
- Developing appropriate resources to support pupils
- Assisting in the management of pupils' social interaction and behaviour
- Leading small teaching groups or 1:1 intervention programmes
- Liaising with other staff in order to provide the best possible support for children
- Supervising children at break and lunchtimes – supporting children with their social communication, their play and their peer relationships.

Person Specification:

Essential:

- Good level of written and spoken English – Hold an English GCSE or equivalent
- Numerate – Hold a mathematics GCSE or equivalent
- Basic IT skills.
- Able to communicate effectively with pupils.
- Able to assist with the organisation of the learning environment.
- Able to maintain records and pupil files.
- Able to work effectively with adult team members.
- Able to maintain confidentiality.

Desirable

- First Aid qualification
- Previous experience working in a school as an LSA / TA.