



Learning Support Assistant

Job Description

Job Details:

Title:	Learning Support Assistant
Reporting to:	Curriculum Leader of Learning Support (SENDCo)
Responsible to:	Principal
Hours:	32.5
Grade:	Points 3 - 4

Job Purpose:

To work with the Principal in achieving the School's mission, vision and modelling and supporting the School's values.

To work under the instruction of teaching staff and SENDCo to undertake support and intervention programmes, to enable access to learning. Intervention work may be carried out in the classroom or outside the main teaching area.

Support for Students:

- Supervise and provide particular support for vulnerable students, including those with special needs, ensuring their inclusion and access to learning activities.
- Assist with the development, implementation and monitoring of Individual Learning Profiles and ensuring good progress is made.
- Delivering 1:1 and small group intervention sessions.
- Establish constructive relationships with students, and parents/carers and interact with them according to their individual needs.
- Promote the inclusion and acceptance of all groups of students.
- Encourage students to inclusively interact with others and engage in activities led by the teacher.
- Set challenging and demanding expectations and promote self-esteem, independence and resilience

Audenshaw School Safeguarding Statement: This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



- Provide meaningful feedback to students in relation to progress and achievement under guidance of the classroom teacher.

Support for Teachers:

- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans and assist with the display of students' work.
- Use strategies, in liaison with the classroom teacher, to support students to achieve their personalised learning goals.
- Assist with the planning and assessment of high quality learning activities.
- Monitor Students' responses to learning activities and actively record achievement/ progress as directed.
- Provide detailed and regular feedback to teachers on Students' achievement, progress, barriers etc
- Promote high standards of Student behaviour, dealing promptly with conflict and incidents in line with established policy and encourage Students to take responsibility for their own behaviour.
- Establish constructive relationships with parents/ carers.
- Administer routine tests, and invigilate exams and undertake in the marking of students' work under the direction of the classroom teacher.
- Provide administrative support as required to support Students' learning.

Support for the Curriculum:

- Undertake structured and agreed learning activities, adjusting activities according to student responses.
- Support the use of ICT in learning activities and develop students' competence and independence in its use.
- Prepare, maintain and use creative and innovative resources required to meet the needs of all learners.

Support for the School:

- Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop.
- Contribute to the overall ethos/ work/ aims of the school.
- Appreciate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Assist with the supervision of students out of lesson times, including before and after school and at lunchtime.

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- Accompany teaching staff and students on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher.
- The post holder will be expected to work flexibly and carry out all duties with regard to the School's policies and in compliance with the School's Equal Opportunities, Health and Safety and Code of Conduct procedures.
- To participate in a programme of professional development to ensure skills, knowledge and understanding are added to and kept up to date.
- You must promote and safeguard the welfare of children, young and vulnerable people that you are responsible for or come into contact with.

The School will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for job applicants, or continued employment for any employees, in accordance with our responsibilities under the Equality Act 2010.

This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Date: 11/05/2021

Name of post holder:

Signature of post holder: _____

Signature of Principal: _____

Date:

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