

Main purpose of the post:

The Learning Support Assistant role provides an essential and complimentary service to teaching staff, supporting the needs of students who require help to overcome learning barriers. This role is to support students with SEND needs including those with an Education and Health Care Plan (EHCP).

Key responsibilities and accountabilities

- Devise and use a variety of approaches, strategies and programmes, some established, some adhoc, requiring development by the post holder, in order to help the pupil to raise their standard of achievement, level of understanding and skill set within identified curriculum areas.
- To work closely with teachers to ensure Quality First Teaching for all students with SEND needs.
- To challenge and motivate the pupil to promote a positive attitude to learning, each situation has the potential to be unique.
- To assist with the development of interventions, advising, devising, coordinating, adjusting and implementing activities according to pupil responses/needs.
- Provide objective and accurate feedback and compiling detailed reports as required to staff and parents on pupil achievement, behaviour and progress.
- Identify and participate in appropriate training and professional development and researching best practice.
- Devising and maintaining appropriate evaluation and record keeping procedures and reporting back to relevant parties.

Key competencies

- Dynamic approach to supporting pupils.
- Drive for improvement.
- Forward thinking.
- Planning and analysing.
- Experience of working with young people with additional needs and specific learning requirements would be advantageous.
- Be resilient and patient.
- Have an ability to be proactive, creative and empathetic.
- Have excellent communication skills.

Attitude and qualities

- Enthusiasm for working with pupils and an ability to relate and inspire them
- Positive and flexible approach to working with others
- Ability to take initiative

Skills and knowledge

- Report writing and record keeping
- IT literate

This job description may be reviewed and modified at any time, in consultation with the post holder.

All staff have a responsibility and duty of care to safeguard and promote the welfare of pupils. Staff must be aware of the systems within the school which support safeguarding and must act in accordance with the School's Safeguarding and Child Protection Policy. Staff will receive appropriate child protection training which is regularly updated.

It should be noted that this job description identifies the current principal duties of the post; it does not detail every task to be undertaken. The post-holder will be required to undertake any duties as required by the Line Manager, which fall within their capabilities or requirements of the School.