

**LEARNING SUPPORT ASSISTANT -
JOB DESCRIPTION**

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Job Title: Learning Support Assistant

School/Service: Wheatfields Primary School

Reports to: Day to day line manager – Class teacher and SENDCo
Overall responsibility - Headteacher

Grade: Level 2 or above – dependent on qualifications and experience

Location: KS1 and KS2

Hours: 25 hours per week

Job Purpose:

(summary of the overall purpose of the job)

- To facilitate learning for all children irrespective of need, under the instruction / guidance of teaching staff and/or senior leaders.
- To liaise with the class teacher and colleagues to effectively impact on pupil progress and outcomes.
- To contribute to the overall ethos, work and aims of the school.

Principal Accountabilities:**1. Support for learning**

- In conjunction with the classroom teacher, support within lessons to meet the needs of individual children and small groups.
- Take responsibility for delivering learning activities with small groups who would benefit from a different learning approach, as agreed.
- Establish and maintain supportive relationships with individual pupils, small groups and parents/carers to ensure they understand and can achieve the tasks.
- In conjunction with the class teacher, support children with additional needs

e.g. those who require support with cognition and learning, SEMH, Language and Communication and/or sensory and physical needs, as directed.

- Encourage and promote inclusion and acceptance in the classroom, ensuring all pupils feel involved with tasks and activities.
- Accompany teaching staff and pupils on trips and school activities as required and take responsibility for a group under the general supervision of the teacher.

2. Support for the curriculum

- Support the school curriculum, including literacy and numeracy activities.
- Provide targeted support to enhance learning and improve attainment and progress.

3. Support for the teacher

- Assist in maintaining class records and contribute to reports on pupil progress and development as directed.
- Monitor and track progress and provide feedback to assist in developing individual profiles for children with additional needs.
- Contribute to the planning and evaluation of work programmes for individual pupils and groups.
- Organise the learning environment and develop classroom resources as required.
- Contribute to the management of pupil behaviour, including anticipating and taking action to de-escalate pupils and support with a restorative approach.

4. Support for the school

- Develop and maintain effective working relationships with other staff and parents or carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings, as required.
- Participate in and support the professional development of other teaching assistants, as required.
- Assist in facilitating school events, e.g. school plays, events.
- To adhere to the schools Code of Conduct.

- Demonstrate appropriate safeguarding procedures. Be aware of and comply with policies and procedures, and report all concerns to an appropriate person, in respect of:
 - Child protection,
 - Health, safety and security,
 - Confidentiality, and
 - Data protection