

**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 (8.45 – 12 and 1-3pm)
Job Purpose: (summary of the overall purpose of the job) <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> 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