



JOB DESCRIPTION	
Job Title	Learning Support Assistant
Reporting To	Class Teacher
Line Manager Of	n/a
Pay	Grade 2

Job Purpose

- To work in partnership with class teachers to support learning by working with individuals or small groups of children under the direction of teaching staff.

Key Responsibilities and Tasks

Learning and Development Activities

Implement planned learning activities/teaching programmes as agreed with the teacher.

Adjust learning activities based on pupils' responses as appropriate to achieve effective learning outcomes.

Participate in planning and evaluation of learning activities with the teacher, providing feedback to the teacher on pupil progress and behaviour.

Provide information to the Teacher for monitoring, assessing and recording pupil progress/activities.

To support learning by arranging/providing resources for lessons/activities under the direction of the teacher.

Liaise with other staff and provide information about pupils as appropriate.

Understand and support pupils with special needs.

Support the work of volunteers and other Learning Support staff in the classroom.

Knowledge skills and experience

Completed a common core programme of induction for working with children

Working in accordance with relevant occupational standards, knowledge /skills and the agreed local competency framework for Abbot's Lea School.

Additional Information

This work requires emotional and physical resilience.

This role may include the tasks within a basic support role but also provides more specific practitioner support tasks without the same degree of supervision as Teaching Assistant (Learning Support – Level1).

The work does involves sitting at low tables or on the floor and may involve lifting or restraint of students; there is training available.

The work is in a busy and, at times, noisy environment, with intensive interactions with students with communication and interaction difficulties

Working with Special Educational Needs students requires a particular understanding and appreciation of the individual needs, such as physical limitations, learning, emotional, behavioural and language difficulties or problems with organisation.

The behaviour of such children is often extremely challenging and is therefore emotionally and physically demanding. In some cases the nature of the student's special need may result in staff being verbally or physically injured.

The above list of job duties is not exclusive or exhaustive and the post holder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the post.

Safeguarding Responsibilities

Adhere to School Safeguarding Policy and ensure the safety of students at all times.

Professional Standards

[Professional Standards for Teaching Assistants](#)

PERSON SPECIFICATION	
Criteria	Essential / Desirable
Qualification	
Level 2 or equivalent in Numeracy / Literacy	Desirable
Teaching / childcare or health & social care qualification	Desirable
Manual Handling qualification	Desirable
Health, safety and wellbeing training	Desirable
Skill	
An understanding of the educational objectives of the school	Essential
An understanding of how children learn	Essential
Ability to support learning across all areas of the curriculum	Essential
Ability to lead and direct the work of others	Essential
Excellent communication skills including ability to communicate sympathetically with children and parents	Essential
Ability to support emotional wellbeing, self-reliance, self-esteem and resilience in others	Essential
Contributes to effective teamwork	Essential
Understands and supports others	Essential
Values people equally and encourages inclusive participation	Essential
Willing to work in line with all ALS policies and procedures and attend all supervisions	Essential
Deals and copes with change	Essential
Works well in a challenging environment	Essential
Copes with ambiguity	Essential
Remains calm and professional at all times	Essential
Is self-aware and able to undertake self-evaluation	Essential
An understanding of care plans and their use	Desirable
Alternative communication skills	Desirable
Experience	
Experience of working within a health and social care setting (paid or voluntary)	Desirable
Experience of a SEN learning environment	Desirable
Experience of group/class supervision	Desirable
Personal Qualities	
Passionate about supporting young people with a disability in a dignified and person centred way	Essential
Committed to a proactive approach to meeting the needs of students	Essential
Approachable and helpful	Essential
Acts with honesty, integrity and discretion	Essential
Concerned with the health, safety and wellbeing of others	Essential
Displays drive and energy and enthusiasm to enable progress and achieve results	Essential
Works systematically and plans effectively	Essential
Delivers on objectives	Essential
Committed to continuous professional development	Essential
Other	

Enhanced DBS and Children's Barred List Check will be carried out	Essential
Contracted working hours are term time 10.00am to 3.00pm plus occasional after school training, dates notified in advance	Essential
Participate in relevant training and development opportunities	Essential

Original copies of certificates will be required prior to appointment.

Employee Name	Employee Signature