



**Learning Support Assistant working with  
SEN NJC Grade 3 Point 5-6  
37 hours per week  
39 weeks per year**

### **Core Purpose**

To provide support for the educational and personal needs of students, which ensures that they have equality of access to opportunities to learn and develop.

To act as an integral part of the Academy staff team and to support all colleagues in maintaining and developing the ethos, values and expectations of the academy and support agreed Academy policy in all areas.

### **Specific tasks**

- To be a member of the SEND Support Team and be committed to a philosophy of continuous improvement in relation to whole academy inclusion as well as in all team roles and areas of personal responsibility.
- To work closely with pupils with high level SEND needs and those who are supported by an EHCP.
- To work within a framework set by the SENCO.
- To demonstrate a commitment to one's own training and development.

### **Responsibilities and tasks**

- Supervise the activities of individuals or groups of children to ensure their safety and facilitate their academic and emotional development.
- Undertake those activities necessary to meet the academic and emotional needs of individuals and groups of children, including students with educational, physical or emotional special needs.
- Work collaboratively with colleagues to ensure the needs of pupils with Education, Health and Care Plans are met consistently and in accordance with their individual plan.
- Deliver programmes of targeted intervention that are set out by the SENCO or other members of the school's leadership team.
- Monitor and report on the progress made by individual pupils on a regular basis.
- Actively engage in the pre-determined educational activities and work programmes and assist in personal and individual development of individuals or groups of students.
- To monitor individual student's problems, progress, achievements and condition and report these to the SENCO or other professional as appropriate.
- Use specialist skills to undertake those activities necessary to meet the academic and emotional needs of students
- Use and undertake specialist skills to foster the intellectual and social development of children.
- Within competence, to assist the teacher in the delivery of educational and developmental work programmes
- Assist the teacher in the planning of work programmes for individuals and groups of children.
- Liaise with parents and external agencies to support with the provision of pupils with SEND.

### **Generic Responsibilities:**

#### **Support for teacher(s)**

- Assist in promoting an appropriate learning environment
- Contribute to the planning and evaluation of learning activities

<b>Supervisory Responsibility</b>	None
<b>Line Manager:</b>	SEnCo