

Job Profile

Learning Support Assistant – Grade 5



Job purpose:	<p>To assess the needs of pupils and use detailed knowledge and specialist skills to support pupils learning.</p> <p>To establish productive relationships with pupils, responding to the needs of each individual child and setting high expectations.</p> <p>To actively promote inclusive practice to ensure acceptance of all children.</p> <p>Support pupils consistently whilst recognising and responding to their individual needs.</p> <p>To have challenging expectations that encourages children to act independently and build self-esteem.</p> <p>Provide feedback to pupils in relation to progress and achievement</p>
Reporting to:	Head of Inclusion
Responsible for - Staff	N/A
Liaising with:	Headteacher, SLT, other members of teaching and support staff, pupils, parents, Governors, LA and external stakeholders
Grade of post:	G5
Disclosure level:	Enhanced

Job Outline	
<p>Support for Students:</p> <ul style="list-style-type: none"> Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning. Establish productive working relationships with pupils, acting as a role model and setting high expectations. Promote the inclusion and acceptance of all pupils within the classroom. Support pupils consistently whilst recognising and responding to their individual needs. Encourage pupils to interact and work co-operatively with others and engage all pupils in activities. Promote independence and employ strategies to recognise and reward achievement of self-reliance. <p>Support for Staff:</p> <ul style="list-style-type: none"> Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate and adjust lessons/work plans as appropriate. Monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring strategies against pre-determined learning objectives. Provide objective and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence. Record progress and achievement in lessons/activities systematically and providing evidence of range and level of progress and attainment. 	

Job Outline

Support for the Curriculum:

- Deliver learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs.
- Deliver local and national learning strategies and make effective use of opportunities provided by other learning activities to support the development of pupils' skills.
- Use IT effectively to support learning activities and develop pupils' competence and independence in its use.
- Select and prepare resources necessary to lead learning activities, taking account of pupils' interests and language and cultural backgrounds.

Other Specific Duties

- Support the school ethos and maintain the school's values.
- Maintain confidentiality at all times.
- Contribute to the safeguarding and promotion of the welfare and personal care of students with regard to Child Protection procedures.
- Carry out the role in the most effective, efficient and economic manner available.
- Continue personal development in the relevant area.
- Participate in the staff review and development appraisal process.
- Undertake Health and Safety training, as appropriate, within the designated work area.

Signatures / Authorisation

Job profiles are general, rather than explicitly describing any particular role and staff would not necessarily be expected to carry out all of the activities described. However, staff may also be expected to undertake some duties which are not detailed in the job profile.

I/we agree that this job profile is an accurate reflection of the duties, skills and responsibilities of the post.

Name	Signature	Date
Headteacher:		
Jobholder:		

Person Specification: Learning Support Assistant – Grade 5

A. Experience

	Essential	Desirable
Experience of working with or caring for children of a relevant age in a learning environment	✓	
Experience of new technologies and IT to support learning	✓	
Experience of supervising other staff		✓

B. Training and Qualifications

	Essential	Desirable
Relevant Level 3 qualification	✓	
Training in the relevant strategies or a willingness to undertake such training	✓	
3 x GCSE C or above in Maths and English or equivalent qualification	✓	
Willingness to undertake basic first aid course		✓

C. Knowledge and Understanding

	Essential	Desirable
Good understanding of the relevant policies/codes of practice and relevant legislation	✓	
Knowledge the national/foundation stage curriculum and other relevant learning programmes/strategies	✓	
Understanding of child development and learning processes	✓	
Understanding of statutory frameworks relating to teaching	✓	
Knowledge of a range of strategies to promote good behaviour and establish a purposeful learning environment	✓	

D. Personal Skills, Abilities and Competencies

	Essential	Desirable
Ability to use a range of strategies deal with whole classroom and individual behaviour	✓	
Ability to support and motivate other team members		✓
Very good communication skills to deal with both children and adults	✓	
Ability to constantly improve own practice/knowledge through self-evaluation and learning from others	✓	
Ability to work under supervision and as a team member	✓	
Ability to deal with minor injuries		✓

E. Legal Issues

	Essential	Desirable
Legally entitled to work in the UK	E	