



ATHENA
LEARNING TRUST

Learning Support Assistant

Applicant Pack

Closing date:

3rd August 2026

Interview date:

13th August 2026



Join Athena - Inspiring World-Class Education Together!

At Athena, we are a passionate and forward-looking educational organisation committed to providing world-class education and helping individuals **lead great lives**. Our core values of "**dream big, take responsibility**, and **be kind**" guide our mission to create a supportive and inclusive learning environment where everyone can excel and grow.

Job Title:	Learning Support Assistant
School Base:	The Ilfracombe Academy
Closing Date:	03/08/2026
Interview Date:	13/08/2026
Vacancy Start Date:	September 2026
Contract Type:	Fixed Term 2 yrs
Salary:	£13.45ph



Being an Athenian

At Athena, we believe in the power of education to transform lives and shape a brighter future. We are dedicated to fostering a strong sense of community, where students, educators, and parents collaborate to achieve academic excellence and personal growth. Our commitment to "**dream big, take responsibility, and be kind**" underpins everything we do, inspiring our students to aim high, take ownership of their learning, and treat each other with respect and compassion.

We are inspired by wisdom, creativity and learning. Determined to create a world where all children get to go to great schools, our mission is to provide the knowledge and education to bring opportunities, choices and freedom.

If you want to be part of an inspirational team of big thinkers who will support you to develop your full potential and value your knowledge, passion, wellbeing and commitment, it sounds like you could be on your way to joining us and becoming an Athenian.



What makes Athena different

Our Commitment to you

We recognise that all of our people have a role to play in ensuring our students have access to world-class education and so each one is valued. We are committed to creating an inclusive and supportive work environment that promotes both personal and professional growth. We put staff wellbeing first and here are some of the benefits and perks you can enjoy as a member of our team:

Impact: positive outcomes for our students

Leaders: we see everyone as a school leader

Wellbeing: ensuring your time off is for you

Generous pension: the local government pension scheme

Employee Wellbeing Initiatives: support your physical, mental, and emotional health

Car Schemes: car schemes that cater to your commuting needs

Perkbox: discounts, benefits, and rewards to enhance your lifestyle

Join us on this journey to inspire greatness in ourselves and others. Together, we can create a brighter future and make a lasting difference in the lives of our students and the communities we serve.

People

passionate about making a difference in the lives of each other and our students

Development

investing in our employee's growth and development

No burn out

cut low-impact workload and champion staff wellbeing

Support

valuing our employee time and impact by investing it well and providing wrap around support

Flexibility

flexible working to promote work-life balance where possible



Role Summary

As a Learning Support Assistant, you will play a pivotal role in ensuring all students receive world class education. You will take a pro-active role in the support of the educational, developmental and social needs of our students.

You will work closely with teachers, school staff, students and their families to ensure that all students receive the support and guidance they need to achieve academic outcomes that allow them to succeed and go onto their chosen next steps in education or employment. "For learning and for life"

You will also deliver small group and 1:1 support sessions with our most vulnerable and hard to reach students to assist them to receive the education they deserve and to help them develop a better sense of belonging within our school community.

A young woman with long brown hair is playing a cello. She is looking down at the instrument with a focused expression. The cello is a warm, reddish-brown color. The background is dark and out of focus.

What you will be doing

Build Knowledge:

- To proactively engage with CPD, using any feedback to help continue to improve practice.
- To apply our research based fundamentals when supporting students both in and out of the classroom. Whether this be through whole class, small group or 1:1 support.
- To assist individuals and groups of students in developing knowledge, skills and attitudes that set them up for a successful life.

Build Trust

- Foster strong and positive relationships with team members, staff, students, families, stakeholders, and external professionals through effective communication and collaboration.
- Demonstrate reliability, integrity, and professionalism in handling sensitive information and maintaining confidentiality.
- Communicating clearly, effectively and fairly with the school community to build trust and a positive rapport.
- Demonstrate pro-active planning that ensures all students under your care are able to engage in an appropriate curriculum.

Prioritisation

- To be a key worker for a number of students, working closely with students, their families and staff whilst leading on the assess, plan, do and review cycle.
- To support students with their attendance to school, promoting and encouraging resilience and for students to take responsibility.
- Efficiently manage time and resources to ensure the completion of essential tasks while balancing competing demands.
- Being a flexible and adaptable member of the team that provides support to ensure the students needs are met.

Clarity and Energy

- Communicate clearly and concisely, in a timely manner, conveying information effectively to team members and other stakeholders, following up on actions.
- Exhibit enthusiasm and motivation in daily activities to inspire and energise the students to dream big, take responsibility and be kind, supporting a positive and inclusive school environment.

Follow Up

- To work in partnership with Support Teams, Teachers and school staff, ensuring actions are completed in a timely manner.
- To assist with the assessment, monitoring and recording of students progress, health, behaviour and general wellbeing. To feedback any information (including concerns) regarding the well-being and educational needs of students to appropriate staff.
- To be relentless in supporting our most vulnerable students through daily face to face interaction with students whilst also by supporting and informing their parents/carers through regular phone-calls and emails home. This is to help parents work with the school to maximise their child's attendance to school and their engagement in curriculum lessons.

How you will be doing it

Dream Big

- Deliver value opportunities for world class education for all students.
- Supporting students to dream big, raising aspirations and students self-belief through empowering language and support.
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Take Responsibility

- To maintain confidentiality of information acquired in the course of undertaking duties for the department.
- Ensure Health and Safety and Safeguarding are at the centre of your approach.
- Take accountability for your own development and aspire to deliver the very best practice across all areas of your role.
- To attend staff meetings and CPD days.

Be Kind

- To encourage acceptance and inclusion of all students, supporting our inclusive culture.
- Support positive strategies for promoting equality and for challenging racial and other prejudice.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

You could reasonably be asked to work out of our partner sites to support where required.





Qualifications

- GCSE's or equivalent to include Maths & English at a C grade or above
- Good levels of literacy and numeracy

Experience

- Excellent communication skills, both oral and written
- Strong organisational and time management skills
- A high level of accuracy and attention to detail
- Flexible, adaptable and able to handle unexpected changes in schedules.
- Ability to manage multiple tasks, set priorities and meet deadlines
- Self-motivated and able to work in a team to collaborate with teachers, staff, parents/carers and external agencies to deliver effective support to students

Desirable

- Previous experience of working with children with complex needs/challenging behaviours within a school environment or similar
- Experience working with students with diverse backgrounds and learning needs
- Strong ability to work with technology and educational software
- Knowledge of issues relevant to education and child development

How to Apply

If you are passionate about our values and dedicated to making a meaningful impact on education, we invite you to apply. **Please complete the application form on My New Term** and tell us about how you connect with our values of "**dream big, take responsibility, and be kind**" and what you feel you can contribute to our team and our goal to deliver world class education.

Athena Learning Trust is committed to **safeguarding** and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All posts are subject to Enhanced DBS clearance and appropriate pre-employment checks.

We reserve the right to close this advert and interview and appoint earlier than the advertised closing date should there be a good response to the advert, so early applications are advised.

Apply now

and experience the difference
in a rewarding and meaningful
career in education.