

# Job Description

**Greensand Support Staff Salary****Scale:** 3-5**Contract type:** Part time, term time**Reporting to:** Headteacher, Deputy Headteacher

## Learning Support Assistant

### Job Purpose

To assist in promoting the learning and personal development of the pupils to whom you are assigned, to enable them to make best use of the educational opportunities available to them.

### Key Accountabilities

- To aid the academic and social, emotional development of pupils by:
  - Motivating and encouraging pupils as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
  - Clarifying and explaining instructions, supported by strategies such as visual prompts (as directed by class teacher).
  - Ensuring the pupils are able to access the learning provision and resources.
  - Delivering academic and social/emotional intervention teaching sessions under the guidance of the class teacher and SENDCOs
  - Using praise, commentary and assistance to encourage the pupils to concentrate and stay on task
  - Providing additional nurture support to individuals when requested by the class teacher or SENCO
  - Consistently and effectively implementing agreed well-being and regulation support strategies
  - Helping to make appropriate resources to support the pupils
- To establish supportive relationships with pupils
- To work with both small groups of pupils or individual children, providing 1:1 SEN support where necessary
- Monitor the pupil's response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
- To give positive encouragement, feedback and praise to reinforce and sustain the pupil's efforts and develop self-reliance and self-esteem.
- To create learning observations under the direction of the class teacher

- To support the pupils in developing social skills both in and out of the classroom
- To be aware of confidential issues linked to home/pupil/teacher/school
- To carry out lunchtime/breaktime duties.

**Notes:**

Duties may be varied to meet the changing demands of the school and the governing body, at the reasonable direction of the Headteacher.