



## **JOB DESCRIPTION: LSA (Learning Support Assistant)**

Job Title:	Learning Support Assistant (LSA).
Salary:	NJC Range 2 Point 6 – 11 (Actual Salary £19,360 - £20,963)
Hours:	32.5 hours per week - Term Time plus INSET days (39 weeks)
Contract Type:	Full Time (1 year contract with potential for permanent contract) Start 1st September 2026 to 31st August 2027
Reporting to:	Deputy Headteacher/ Headteacher

### **Main Purpose:**

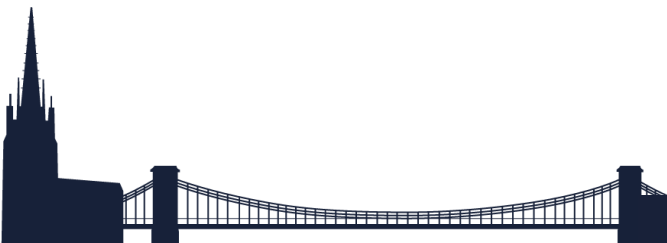
The LSA will:

- Work with class teachers to raise the learning and attainment of all pupils
- Promote pupils' independence, self-esteem and social inclusion
- Give support to pupils, individually or in groups, so they can access the curriculum, take part in learning, and experience a sense of achievement
- Have a good knowledge of the curriculum and its progression to support all pupils in their learning journey
- Follow the school ethos to model to our children appropriate positive behaviours and follow the behaviour for learning policy with effective impact.
- support break and lunch times to help the children develop teamwork, playing skills, etc

### **Duties and responsibilities**

#### **Teaching and learning**

- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase achievement of all pupils including, where appropriate, those with special educational needs and disabilities (SEND)
- Promote, support and facilitate inclusion by encouraging participation of all pupils in learning and extracurricular activities
- Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning
- Use effective behaviour management strategies consistently in line with the school's policy and procedures



- Support class teachers with maintaining good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment
- Observe pupil performance and pass observations on to the class teacher
- Supervise a class if the teacher is temporarily unavailable
- Have an awareness of whole school curriculum and be a key member in sharing the school vision beyond the classroom
- Use ICT skills to advance pupils' learning and also to be able to work on the google platform to help with communication and systems in place
- Undertake any other relevant duties given by the class teacher or headteacher

### **Planning**

- Contribute to effective assessment and planning by supporting the monitoring, recording and reporting of pupil performance and progress as appropriate to the level of the role
- Lead interventions using the planning provided by the class teacher
- Read and understand lesson plans shared prior to lessons
- Prepare the classroom for lessons

### **Working with staff, parents/carers and relevant professionals**

- Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher
- Communicate their knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
- Contribute to meetings with parents and carers by providing feedback on pupil progress, attainment and barriers to learning, as directed by teachers
- With the class teacher, keep other professionals accurately informed of performance and progress, or concerns they may have about the pupils they work with
- Understand their role in order to be able to work collaboratively with classroom teachers and other colleagues, including specialist advisory teachers
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

### **Health and safety**

- Promote the safety and wellbeing of pupils, and help to safeguard pupils' wellbeing by following the requirements of Keeping Children Safe in Education (KCSIE) and our school's child protection policy
- Look after children who are upset or have had accidents



## Professional development

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
- Take part in the school's appraisal procedures and strive to develop professionally using available resources and opportunities provided by the school.

## Other areas of responsibility

### Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Promote the safeguarding of all pupils in the school

**The LSA will be required to follow school policies and the staff code of conduct**, and complete expected training on entry into the role.

Please note, this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the LSA will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.



## Person Specification

<b>Criteria</b>	<b>Qualities</b>
<b>Qualifications &amp; Training</b>	<ul style="list-style-type: none"><li>➤ GCSE or equivalent level, including at least a Grade 4 (previously Grade C) in English and maths</li><li>➤ First-aid training, or willingness to complete it</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>➤ Experience working in a school environment or other educational setting</li><li>➤ Appropriate motivation for working with children and experience working with children / young people</li><li>➤ Experience planning and delivering learning activities</li></ul>

