



The  
Henrietta Barnett  
School  
FOUNDED IN 1911

## Learning Support Assistant

for September 2026

Part time (8-16 hours per week)

SCP 5-11

### The Role

The Henrietta Barnett School is seeking to appoint a skilled, motivated and empathetic individual as a part time Learning Support Assistant (LSA) from September 2026. The LSA works under the direction of the SENCO (Special Educational Needs Co-ordinator) to support the learning, development and wellbeing of students with identified needs. The postholder will provide targeted support to individuals and groups of pupils, helping them to access our challenging grammar school curriculum, develop independence and achieve their full potential.

### The School

The Henrietta Barnett School is a fully selective girls' grammar school, situated in the beautiful surroundings of Hampstead Garden Suburb. Dame Henrietta Barnett, who was a social reformer, pioneer of education and champion of the poor and needy, founded the school in 1911. Dame Henrietta strongly believed in the power of education to shape people's lives and founded the school to provide educational opportunities for the highest quality for its students.

The main school building, designed by Sir Edwin Lutyens, is Grade II listed. We were delighted to be awarded the title of State School of the Year 2023 and 2025 for Academic Achievement by The Sunday Times Parent Power Guide for having the best GCSE and A Level results in the country. Over 25 students a year gain places at Oxbridge and the vast majority go on to study at the top universities in the country.

The aim of the school is to encourage and enable all students to make the most of their gifts and talents and to fulfil their academic and personal potential. We offer a challenging academic curriculum with enrichment opportunities throughout the school. We encourage students to enjoy their learning for its own sake and to value their independence of mind. We place great emphasis on high quality teaching & learning and provide regular high quality CPD opportunities for staff. Pastoral care and the well-being of our students and staff is our priority. The environment at HBS is unique; it is an extremely warm, friendly and vibrant school, with a very strong sense of community. We support all of our students and ensure that everyone is well known, valued and encouraged.

We provide a broad education that is ambitious, varied and stimulating. Academic excellence and a wide range of extra-curricular opportunities are offered in an open, caring and supportive environment, enabling each individual to thrive and achieve their potential. We are committed to developing the whole person, encouraging students to explore their interests in a wide variety of ways and promoting curiosity of mind, independence of spirit and a love of learning.

The school has a small number of students in each year group with the highest academic ability and aptitude, but who may require targeted support for additional needs that can range from social and emotional health to communication challenges to physical disability. This support is in place to ensure that all students can fully access everything the school has to offer and achieve at the highest level.

## Job Description – LSA

Main responsibilities:

- Provide 1-2-1 and small groups support as directed by SENCO or teaching staff within a lesson
- Support students in lessons to promote engagement, progress and achievement
- Assist pupils with additional educational, social or emotional needs
- Help implement agreed school strategies, EHCP targets and school intervention programmes
- Assist with the preparation of learning resources and classroom activities
- Support students during breaktimes, educational visits and extra-curricular activities as required
- Run lunchtime support activities for individuals or identified groups of students when appropriate
- Work collaboratively with teachers, parents/carers and external agencies where appropriate and required to support individual students
- Provide first aid, deputising for the School Wellbeing Officer if appropriate and required
- Any other reasonable request of the Headteacher

*This job description may be amended at any time following discussion between the Head and the post holder.*

## PERSON SPECIFICATION

The qualities of the successful candidate will include:

### Qualifications & Training

- Essential: A-levels/equivalent Level 3 qualifications at a good level and GCSEs at A\*-B/6-9 in English and Maths
- Desirable: Degree or relevant post-18 qualifications
- Requirements: Willingness to undergo an enhanced Disclosure and Barring Service (DBS) check and relevant safeguarding and first aid training if the candidate does not already have these

### Experience & Knowledge

- Essential: Previous experience working with children or young people, especially older children
- Desirable: Experience providing targeted 1:1 support or working with students who have Special Educational Needs and Disabilities (SEND).
- Knowledge: Basic understanding of child development, barriers to learning, and the national curriculum

### Skills & Abilities

- Communication: Excellent verbal and written communication to effectively liaise with teachers, parents, students and outside professionals; ability to take observational notes

in GCSE and A Level lessons and articulate explicit connections between classroom learning and intervention for students

- Adaptability: Ability to adjust teaching strategies on the fly and follow instructions accurately
- Behaviour Management: Ability to implement positive, calm, and effective strategies for pupils who find engagement challenging
- Collaboration: Ability to work constructively as part of a wider school team
- IT: competence in using databases and Microsoft Office/Google Workspace- for communications, recording and monitoring

### **Personal Qualities**

- Patience & Empathy: A calm, understanding demeanour when dealing with students who face social, emotional, or academic difficulties
- Resilience: The capacity to remain composed and positive in high-pressure or unpredictable environments
- Initiative: A proactive approach to adapting in response to changing and emerging individual needs
- Independence: Commitment to encouraging student independence rather than fostering unhealthy reliance.
- Inclusivity: A proactive approach to promoting equality, diversity, and the school's safeguarding policies.

### **Salary:**

The post will be remunerated at NJC's SCP scale 8-16, with exact point dependent on qualifications and experience; for 8-16 hours per week equivalence, this range is therefore £6,541 (8 hours, SCP5) - £14,253 (16 hours, SCP11) per annum.

### **Hours:**

This role has come about due to a change in hours of our current LSA. Ideally, the successful candidate will work either 12 or 16 hours per week, across 3 days. However, there is room for flexibility around hours and days worked for the right candidate.

### **Safeguarding: recruitment**

We have a duty of care to ensure the well-being of our students. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. As a school, we maintain the highest possible standards during our recruitment and interview processes. Applicants will undergo enhanced DBS and a range of other statutory and online checks. The Henrietta Barnett School values the diversity of our staff and students, and all of our staff are equally valued and respected. Only by doing this can we maintain the quality of the staff we recruit. It is the duty of any post-holder appointed to promote and safeguard the welfare of pupils at the school.

**The Henrietta Barnett School values the diversity of our staff and students and all of our staff are equally valued and respected.**

If you would like to apply for the role, please complete the application form using My New Term by **Wednesday 8<sup>th</sup> July 2026** at midday.