



Job Description

Post Title	Salary	Reviewed
LSA	Grade 8	July 2026

Managed by: A Member of the Teaching Team

Job Purpose

To support pupils' learning, social, emotional and personal development, working with individuals and groups under the direction of teaching staff. Through positive relationships, effective behaviour support and targeted interventions, the postholder will help pupils engage successfully in school, achieve their learning goals and develop the skills needed for future success. The role also includes supporting pupils during unstructured times, including lunchtime, and promoting positive behaviour, wellbeing and inclusion.

Key Job Outcomes

Teaching and Learning

Proactively follow and contribute to programmes of work planned by teaching staff to support individuals and groups of pupils with a wide range of learning, communication, social, emotional and behavioural needs. This includes:

- Delivering learning activities, interventions, 1:1 support and scaffolded learning experiences as directed by teaching staff.
- Providing encouragement, support and positive feedback to promote engagement, achievement and positive behaviour.
- Supporting pupils' physical, emotional, social and educational development through structured activities and learning opportunities.
- Promoting pupils' confidence, independence, resilience and self-esteem.
- Building positive, professional relationships that help pupils feel safe, valued and ready to learn.
- Supporting pupils to develop social, emotional and communication skills that enable successful participation in learning and school life.
- Supporting teachers in implementing adaptive teaching approaches to meet pupils' individual needs.
- Adapting resources and support strategies under the direction of teaching staff to remove barriers to learning.

- Supporting pupils to access learning across the curriculum by breaking tasks into manageable steps and using appropriate scaffolded strategies.
- Identifying barriers to learning and communicating these effectively to teaching staff.
- Encouraging active participation, sustained attention and engagement in learning.
- Contributing to the planning, delivery and review of targeted interventions and support programmes.
- Supporting the development of literacy, numeracy, communication and personal, social and emotional skills.
- Reinforcing learning objectives and supporting pupils to apply learning across different contexts.
- Supervising pupils undertaking work set by a teacher in accordance with school procedures when required.
- Assisting with lesson planning and the development and review of pupil support plans as directed.
- Providing feedback, maintaining records and monitoring pupil progress.
- Supervising pupils and encouraging safe, respectful and positive behaviour.
- Supporting pupils during transitions, breaktimes and lunchtime, promoting positive social interaction and successful participation in school life.

Monitoring and Assessment

Develop and implement work plans following guidance from teaching staff and support effective assessment processes by:

- Promoting high standards of achievement, engagement and progress for individuals and groups of pupils.
- Observing, recording and reporting on pupil progress, engagement and wellbeing.
- Contributing to the development, implementation, monitoring and review of learning, behaviour and support plans.
- Maintaining accurate records in line with school procedures.
- Monitoring and reporting on progress towards individual targets and agreed outcomes.
- Contributing to the consistency and effectiveness of support provision to secure positive outcomes for pupils.

Pastoral Care and Safeguarding

Attend to the day-to-day needs of pupils, both inside and outside the classroom, by:

- Providing personal, social, hygiene, welfare and behaviour support.
- Delivering interventions to support pupils in achieving agreed outcomes and goals.
- Promoting effective pastoral support for individuals and groups.
- Safeguarding and promoting the welfare of all pupils.
- Maintaining vigilance regarding pupil wellbeing, safety and welfare.
- Reporting concerns in accordance with Trust safeguarding procedures.
- Supporting pupils' emotional regulation, self-awareness and positive behaviour.
- Using agreed behaviour support and de-escalation strategies to prevent, reduce and safely manage incidents.
- Contributing to restorative approaches that support pupils to reflect on their actions, repair relationships and make positive choices.

- Liaising with colleagues to maintain accurate records and support effective communication with families and external agencies.
- Working closely with teachers, therapists, pastoral staff and other professionals to implement support plans and therapeutic recommendations.
- Assisting educational, therapeutic and other professionals in the delivery of specialist support programmes.
- Carrying out specified medical care procedures following appropriate training from a qualified practitioner.
- Promoting an inclusive environment where pupils feel safe, respected and able to achieve success.
- Undertaking Team Teach training provided by the school and being physically able to apply this appropriately when required.
- Being willing and available to undertake taxi escort duties for pupils where required and in accordance with local arrangements.

Developing North Star Academy Trust

- Contribute to achieving the vision and aims of the Trust.
- Contribute to the development of the Trust as an outstanding provider of SEMH provision.
- Contribute to collaborative and effective team working across schools within the Trust.
- Contribute to improving pupils' attitudes to learning, engagement and behaviour.
- Participate in cross-Trust initiatives and developments as required.

General Accountabilities

- So far as is reasonably practicable, the post holder must ensure that safe working practices are adopted by employees in school/work areas for which the post holder is responsible to maintain a safe working environment for employees and pupils. These practices are defined in the Trusts Health and Safety Policy and departmental codes of practice.
- Work in compliance with the Code of Conduct, Regulations and policies of the Trust, and its commitment to equal opportunities.
- Work effectively as part of a multidisciplinary team, including teachers, therapists and other professionals.
- Build and maintain positive professional relationships with families and external agencies in support of pupil outcomes
- Take responsibility for your own professional development by keeping up to date with new initiatives and current best practice.
- Ensure that output and quality of work is of a high standard and complies with current legislation and standards.
- Carry out any other duties as requested which are commensurate with the grade of the post.