



# **Learning Support Assistant (KS1 & KS2 Class based)**

## **Job Description & Person Specification**

**July 2025**

**Responsible to:**  
**Review Date:**

**Headteacher/SEND CO**  
**July 2027**

## Role Overview

To provide support for teaching and learning and associated activities in accordance with school policies and procedures under the direct supervision of the teacher.

## Key Accountabilities

- To support children to learn as effectively as possible within group situations and when they are on their own.
- Provide feedback to children and teacher in relation to attainment and progress including marking children's work during lessons.
- Support learning by arranging/ providing resources for lessons/ activities under the direction of the teacher including the use of ICT.
- To cover class teachers for short periods where necessary and to release class teachers for meetings.
- Assisting in areas such as: reading, spelling, mathematics, handwriting/presentation, developing pupil social skills both inside and outside the classroom. Liaise with external professionals as appropriate.
- Be responsible for leading an intervention for a group of children and monitoring and assessing children's progress towards individual targets and outcomes.
- Liaise with the class teacher, SENCO, Pastoral and Inclusion manager and other professionals about Personal Learning Plans, contributing to the planning and delivery as appropriate.
- Provide additional nurture, social, emotional and mental health support to individuals when requested by the class teacher, SENCO or Pastoral and Inclusion manager consistently applying the school's behaviour management culture including positive encouragement and praise to develop self-esteem.
- Carry out and report on systematic observations of pupils to gather evidence of their knowledge, understanding and skills upon which the teacher makes judgements about their stage of development.

## Person Specification

Education & Qualifications	Essential	Desirable
GCSE grades A-C in English and Maths or equivalent, or willing to work towards.	✓	
NVQ level 2 in learning support/ early years or equivalent qualification		✓
Qualification or training in SEND completed.		✓
First Aid Certificate		✓
Training in relevant learning strategies and interventions e.g. Intensive Interaction, Lego Therapy		✓
Experience & knowledge		
Recent and relevant experience working with children within a school environment.	✓	
Knowledge of child development		✓
Knowledge of the National Primary Curriculum		✓
Skills		
Ability to differentiate work set by the class teacher and contribute to planning, leading and delivery of sessions.		✓
Ability to lead sessions and interventions for a small group of children.	✓	
To communicate information coherently and clearly with a range of people, as well as listen effectively	✓	
To effectively support and assist children in developing their self-esteem and confidence.	✓	
Be able to communicate information coherently and clearly with a range of people, as well as listen effectively	✓	
Be able to use ICT to support learning and maintain up-to-date records.	✓	
Attributes		
Committed to the Mowbray Education Trust values and aims	✓	

Aware of and committed towards equal opportunities	✓	
Committed to own continual professional development	✓	
Other		
Ability to travel to other Multi Academy Trust sites	✓	
Is fluent in the use of the English language	✓	

All roles are subject to full pre-employment safeguarding checks; including an Enhanced DBS with Barred List check.