



JOB DESCRIPTION

Job Title: Learning Support Assistant SEMH (Secondary & Primary)
Hours: Full Time
Job Type: Permanent
Responsible to: Head Teacher

The criteria for this job description makes reference to Professional Standards for Learning Support Assistants and candidates will be expected to demonstrate the following values, knowledge, understanding and skills.

Job Overview

To work under the guidance of teaching staff to implement agreed work programmes with individuals or groups, in or out of the classroom. This could include requiring detailed and specialist knowledge in particular areas and will involve assisting and supporting the teacher with the management/preparation of resources and displays. You will also be required to fully participate in our enrichment programme. You may occasionally take responsibility for whole classes during the short term absence of teachers where the primary focus will be to maintain good order and to keep pupils on task.

Main Responsibilities

- Engage young people in their learning both academically and socially
- Assist in activity programme design and implementation
- Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning
- Establish productive working relationships with pupils, acting as a role model and setting high expectations
- Contribute to IEPs and support plans
- Promote the inclusion and acceptance of all pupils within the classroom
- Support pupils consistently whilst recognising and responding to their individual needs
- Encourage pupils to interact and work co-operatively with others and engage all pupils in activities
- Promote independence and employ strategies to recognise and reward achievement of self-reliance
- Support or lead in social enrichment programmes and external activities
- Provide feedback to pupils in relation to progress and achievement through in class marking, both verbal and written
- Organise and manage appropriate learning environment and resources
- Work within an established discipline policy to anticipate and manage behaviour constructively, promoting self-control and independence.



Safeguarding

- The Trust is committed to the safeguarding and promotion of the welfare of all children and young people in our care. All staff have a key role and responsibility in this area.

The above list is not exhaustive and other duties may be attached to the post as required.