

Job Description

Post: Specialist Learning Support Assistant

Location: Middlesbrough Campus – FE Site

[The post holder may also be expected to work from the Hartlepool site on some occasions]

Line Manager: SENDCo

JOB PURPOSE:

To provide specialist support for students with Social, Emotional and Mental Health (SEMH) needs, enabling them to access learning, achieve positive outcomes and successfully participate in college life.

The post holder will act as a lead practitioner, supporting the SENDCo in developing inclusive practice, providing guidance and support to the LSA team, coordinating targeted interventions, and ensuring support arrangements meet the requirements of SEND legislation, safeguarding guidance and The Northern Art Group policies.

The role combines direct student support with leadership, mentoring and advisory responsibilities for the wider team.

MAIN AREAS OF RESPONSIBILITY:

Student support and intervention

- Contribute to the identification, monitoring and review of students requiring additional support.
- Assist in gathering evidence relating to student needs, support provided, progress and outcomes.
- Provide specialist support to students experiencing SEMH difficulties, including anxiety, emotional dysregulation, low mood, trauma-related presentations, attachment difficulties, behavioural challenges and other barriers to learning.
- Deliver planned interventions to support students in developing emotional resilience, self-regulation, attendance, engagement and independence.
- Support students during periods of distress using de-escalation and restorative approaches.
- Develop effective professional relationships that promote trust, engagement and student wellbeing.
- Contribute to person-centred support plans and reviews.

- Support students to understand and implement strategies that enable them to manage their wellbeing and achieve their educational goals.
- Assist students to access learning activities both within and outside the classroom as required.
- Work collaboratively with curriculum staff to identify barriers to participation and implement appropriate support strategies.
- Participate in meetings relating to student support and progression.
- Contribute to transition planning for students entering, progressing through, and leaving college.

Support for SENDco and LSA Team

- Act as a specialist resource for LSAs supporting students with SEMH needs.
- Provide advice, guidance and practical strategies to LSAs and curriculum staff.
- Mentor and coach members of the LSA team to develop confidence and competence in supporting SEMH students.
- Contribute to induction, training and continuous professional development activities for LSAs.
- Support the SENDCo and LSA team with identifying support needs and recommending appropriate interventions.
- Assist with the coordination and deployment of support for students with complex SEMH needs.
- Contribute to quality improvement initiatives within the team.
- Support the monitoring and evaluation of support interventions and student outcomes.
- All staff members are responsible for safeguarding children and adhering to the principles and guidelines outlined in the Keeping Children Safe in Education framework.

GENERAL DUTIES:

- Ensure other members of the team have information to cover effectively for you in your absence.
- To engage in professional development and networking to ensure that professional, and strategic contributions are up-to-date.
- Ensure that the Corporation's Health & Safety Policy is adhered to at all times and take responsibility for general health and safety housekeeping within your work area.
- Participate actively in the performance management scheme, agreeing objectives, attending reviews and undertaking professional development as required.

- Ensure that the Corporation's Equality and Diversity policy is adhered to at all times and tackle or report discrimination and harassment wherever it occurs.
- Ensure the safeguarding of learners at all times and report any potential issues without delay.
- All employees are expected to be fully committed to policies/processes on equality, diversity, safeguarding and the Prevent Agenda.
- Any other duties commensurate with the nature and level of the post, as directed by the line manager, the Vice Principal (People Services) or the Principal.
- This list is not exhaustive and is only an indication of responsibilities.

SAFEGUARDING

The Northern Art Group recognises that it has a statutory and moral duty to promote and safeguard the welfare of its students who are under the age of 18 and of its vulnerable adults.

This role is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

If successful, an Enhanced DBS Check (with barred list check) will be required. Please note, it is an offence to apply for the role if the applicant is barred from engaging in regulated activity relevant to children.

For roles where applicable, including Teaching Staff and Technician Demonstrators, prohibition checks will be carried out for successful applicants.

Additionally, as part of the shortlisting process, an online search will be carried out on all shortlisted candidates.

EQUALITY, EQUITY, DIVERSITY AND INCLUSION

At The Northern Art Group we want all of our employees to feel included bringing their passion, creativity and individuality to work. We value all cultures, backgrounds and experiences, and we truly believe that diversity drives innovation.

PERSON SPECIFICATION

	Essential	Desirable	Source of Evidence
EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS			
An appropriate teaching qualification or qualification in teaching support	✓		Application Form (AF)
A level 4 qualification in advice and guidance		✓	AF
The National Award for SEN Co-ordination or be willing to work towards		✓	AF
EXPERIENCE			
Extensive experience of assessing, implementing and reviewing support for learners with additional support needs and disabilities (specifically SEMH needs), including writing support plans	✓		AF / IV
Experience of working in a Further Education setting		✓	AF / IV
Experience of effective coordination of a cross organisational service and related partnerships	✓		AF / IV
Experience of managing good administration and record keeping systems in order to comply with internal and external audits	✓		AF / IV
Experience of leading or mentoring staff		✓	AF / IV
SKILLS / KNOWLEDGE / ABILITIES			
Knowledge of SEND Reform and Code of Practice	✓		AF / IV
Knowledge of transition processes for students with SEN	✓		AF / IV
Knowledge of safeguarding issues and those specifically related to students with SEN	✓		AF / IV
Knowledge of the barriers experienced by learners with disabilities and additional support needs and how this can impact on accessing learning and achieving educational goals	✓		IV
Knowledge of current legislation related to social, health and disability practices with regard to providing holistic support to learners in an educational setting		✓	IV/AF
Demonstrable interpersonal skills and the ability to liaise and communicate effectively and professionally with a wide range of people	✓		IV / REF
Flexible approach to working practices and positive attitude to change	✓		AF / IV

Problem solving skills and the ability to make decisions	✓		AF / IV
Good time management skills and the ability to meet deadlines	✓		AF / IV
Ability to provide excellent standards of customer service at all times	✓		AF / IV
Ability to organise and coordinate cross organisation and multi-agency support arrangements for students		✓	AF / IV / REF
Able to work effectively as part of a team, but also independently	✓		IV
Proven IT skills including the effective use of Windows, Spreadsheets, and other related packages	✓		AF / IV