



**CORPUS CHRISTI CATHOLIC  
PRIMARY SCHOOL**

**HEAD: Mr M Lawrence**

Ellenborough Park South,  
Weston-Super-Mare,  
North Somerset, BS23 1XW

**T: 01934 621919**

**1:1 SEND Learning Support Assistant (fixed term)**

2 hours 25 minutes each morning Monday - Friday, starting at 8:45am

2 hours 15 minutes Friday afternoon, starting at 1.00pm

Term time only, no INSET

Fixed term - until August 2025

Salary: JG4 (£24,294 Pro Rata)

Corpus Christi Primary School, Weston Super Mare, is part of the Dunstan Catholic Educational Trust, as a community of Catholic schools we aspire to give children an all-round education rooted in Christian values in a nurturing environment where they flourish, become lifelong learners and fulfil their potential.

**Job Description**

**Main Functions:** To assist in promoting the learning and personal development of the year 2 pupil to whom you are assigned, to enable them to make best use of the educational opportunities available to them.

1. To aid the pupil to learn as effectively as possible both in group situations and on their own by, for example:
  - Setting up activities based on class teachers planning
  - Clarifying and explaining instructions
  - Ensuring the pupil is able to use equipment and materials provided
  - Motivating and encouraging the pupil(s) as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
  - Assisting in weaker areas, e.g. reading, spelling, numeracy, handwriting/presentation etc
  - Using praise, commentary and assistance to encourage the pupil to concentrate and stay on task
  - Liaising with class teacher, SENDCO and other professionals about education health care plan (EHCP), contributing to the planning and delivery of this as appropriate
  - Providing additional nurture opportunities to individuals when requested by the class teacher or SENDCO
  - Consistently and effectively implementing agreed behaviour management strategies
  - Helping to make appropriate resources to support the pupil
2. To establish supportive relationships with the pupil concerned.
3. To promote the acceptance and inclusion of the pupil with SEND, encouraging pupils to interact with each other in an appropriate and acceptable manner.



4. Monitor the pupil's response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
5. To give positive encouragement, feedback and praise to reinforce and sustain the pupil's efforts and develop self-reliance and self-esteem.
6. To mark pupils' work under the direction of the class teacher.
7. To support the pupil in developing social skills both in and out of the Classroom.
8. To support the use of ICT in learning activities and with specific programmes to support learning. (For example – Clicker 7)
9. To provide regular feedback on the pupil's learning and behaviour to the teacher/SENDCO, including feedback on the effectiveness of the behaviour strategies adopted.
10. Under the direction of the teacher, 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.
11. When working with a group of pupils, understand and use group dynamics to promote group effectiveness and support group and individual performance.
12. Where appropriate, to know and apply positive handling techniques.
13. To know and apply school policies on Child Protection, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities etc.
14. Where appropriate to develop a relationship to foster links between home and school, and to keep the school informed of relevant information.
15. To be aware of confidential issues linked to home/pupil/teacher/school.
16. To contribute towards reviews of the pupil's progress as appropriate.
17. To comply with legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment.
18. To take part in training activities offered by the school to further knowledge and skills of working with a child with specific learning difficulties.
19. To support playground/break time supervision e.g. educational games, homework clubs etc and transitions between rooms e.g. classroom to hall etc.
20. To accompany teacher and pupils on educational visits.



21. To provide individual support, as required, during examination sessions.

22. To carry out the above duties in accordance with the Education Department's Equal Opportunities Policy

### **Safeguarding**

- Safeguarding is everybody's responsibility. You must know the school procedure for recording and reporting concerns and support other colleagues to do so. You must attend yearly safeguarding updates & training and full 'basic awareness' training every 2 years. You must have read, understand and comply with the school's safeguarding procedures including whistleblowing.

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonable expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

**Further details, including a job description and person specification can be obtained by visiting the school website <https://www.corpuschristiweston.co.uk/vacancies/>**

**To apply, applicants should complete a CES application for Support Staff in full. Please submit your application to [recruitment@thedcet.com](mailto:recruitment@thedcet.com)**

**The Dunstan Catholic Educational Trust (DCET) is committed to safeguarding and protecting the welfare of children. All staff are expected to share this commitment. The post is subject to an enhanced disclosure application and satisfactory references.**

**Closing date: Friday 27<sup>th</sup> September 2024**

**Interview date: Friday 4<sup>th</sup> October 2024**

