

Job Description



Job Title	SEN 1:1 Learning Support Assistant (EYFS)	Reporting to	SENDCo / Phase Leader / Senior Leadership Team
Job Purpose	To work with teachers as part of a professional team to support teaching and learning for SEN pupils. Providing learning support to pupils who need particular help to overcome barriers to learning, such as those with moderate, severe, profound and multiple learning difficulties and/or behavioural, social, communication, sensory or physical disabilities. <i>(Professional standards for teaching assistants)</i>		
Liaising With (internal)	All staff, pupils and Governors.	Liaising With (external)	Parents, External Agencies
Supervising	There is no supervisory responsibility with this post	Contract	Hours: 32.5 per Week (Fixed Term – Funding Dependent) Salary: H2/H3 dependent on experience
Key Responsibilities	<ul style="list-style-type: none"> • Provide 1:1 support for a pupil with social communication difficulties and associated areas of need (working with and supporting staff) • Carry out intensive work to develop the communication and interaction skills of the supported pupil, including the use of Makaton (training can be provided on Makaton) • Support the sensory needs and emotional development of the pupil • Deliver a personalised and flexible curriculum – implement planned learning activities/teaching programmes as agreed with the teacher/SENCO, adjusting activities according to pupils' responses to achieve the intended learning outcomes • Support the pupil in their indoor and outdoor learning environments paying particular attention to the curriculum and their next steps of development • Challenge the cognition and learning of the pupil • Work closely with the Class Teacher, SENCO and external professionals • Work on Pupil Progress targets/Educational Health Care Plan (EHCP) targets and feedback to the Class Teacher, SENCO, parents and external professionals, as appropriate • Carry out individual observations and assessments, work within agreed timetables, and maintain all appropriate written records as necessary and as directed. • Liaise with the teacher and SENDCo regarding the progress of the pupil, reporting on impact and potential next steps • Follow the advice of external advisors as appropriate and ensure that it is implemented consistently • Be flexible, pro-active and hands-on • Set up and clear away equipment • Assist in the preparation of classroom aids and activities for the designated pupil, for use in school and/or for consolidation at home 		

	<ul style="list-style-type: none"> • Escort the pupil on educational visits • Secure the safety and welfare of the pupil • Liaise with parents ensuring a smooth transition in the morning and fostering links between home and school. • Attend to pupils' personal needs such as help with social, welfare and self-care matters, including supporting with toileting/soiling/dressing/changing nappies • Consistently and effectively implementing agreed behaviour management strategies • To collaborate with staff across the school, sharing ideas and best practice. • Maintain high standards in your own attendance and punctuality. • Safeguarding and promoting the welfare of children is everyone's responsibility. In order to fulfil this responsibility effectively, all staff must make sure their approach is child-centred. This means that they must, at all times, do what is in the best interests of the child and follow the guidelines set out in 'Keeping Children Safe in Education'. Attend specific staff/team meetings and any other meetings/training, where relevant to the role <p>The duties may be varied to meet changed circumstances in a manner compatible with the post held.</p>
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Compliance, Restrictions & Enablers	<p>Equalities:</p> <p>To be aware of and support difference and ensure that pupils have equality of access to opportunities to learn and develop</p> <p>Health and Safety:</p> <p>To be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection; and report all concerns to the appropriate person.</p> <p>Physical Effort:</p> <p>The job may involve lifting children after falls or accidents. The job is likely to involve working at low level e.g. sitting on the floor, working at low tables. The job may involve the physical restraint of pupils.</p> <p>Disclosure and Barring Service:</p> <p>This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the DBS as part of Hertfordshire County Council's pre-employment checks. Please note that additional information referring to the Disclosure and barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.</p>
Additional Information	<p><i>This role will be reviewed annually as part of the PMD process</i></p> <p><i>The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.</i></p>