



Trinity Academy

Learning Support Assistant (LSA)

Job description

Job title	Learning Support Assistant
Location	Trinity Academy
Salary	<p>Salary: N6 - N13 Before Sept '26 uplift FTE £25,989 - £29,064 Actual £24,622 - £27,535 Before any annual inflationary increase Contractual Hours: 37.5 hours per week Basis: Permanent Start date: 1st September 2026</p>
Role Summary	To embrace the values of Trinity Academy ensuring that every child achieves their absolute best by working closely with young people who have special educational needs, or other barriers to learning and provide support for their academic achievement.
Working pattern	37.5 hours per week
Responsibilities	<p>You will be joining an outstanding team providing support to individual students, or small groups, who, due to their special educational need and/or disability (SEND), require additional help understanding or completing learning and/or in developing their social and emotional intelligence.</p> <p>You will play a vital role, working in partnership with teachers, the pastoral team and the Leadership Team, to ensure that SEND interventions optimise improved learning outcomes for identified individuals.</p> <p>Additionally, you will be assigned as a key worker to support learners beyond the classroom, in their transition through the school community and into adulthood.</p>



	<p>The role will include:</p> <ul style="list-style-type: none"> • Supporting students in lessons • Writing and reviewing student Pen Portraits to share with teachers • Delivering 1:1 or small group interventions • Maintaining positive relationships with families via regular contact home • Working with your Lead LSA to support the full Assess-Plan-Do-Review cycle for students on the SEND register <p>This job is suitable for someone who is experienced in working with young people in a school setting. They will need empathy and determination to ensure that every student receives the support they need to be the best version of themselves.</p> <p>Note: The duties outlined in this job description may be modified, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title. This document does not form part of your contract of employment with the school.</p>
<p>Reporting to</p>	<p>Lead LSA</p>
<p>Safeguarding</p>	<p><i>We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff and volunteers to share this commitment. All posts at Cathedral Schools Trust are subject to pre-employment checks including, but not limited to, initial and periodic enhanced level checks with the Disclosure and Barring Service.</i></p>



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Person Specification

We are committed to creating an inclusive working environment. If you are excited about this role and can demonstrate many but not all of the areas below, we would encourage you to apply as you may just be the person we are looking for.

The listed criteria will be reviewed across the stages of our recruitment process, including application form, personal statement (within the application form), interview, references and certificates.

Skills and personal attributes:

(Personal competencies, qualities, attitude and behaviours that will allow you to perform effectively in the role, ensuring the safeguarding and welfare of children and young people)

Essential for this role:

- Ability to manage time effectively, organise and prioritise workloads and work proactively to ensure objectives are fulfilled
- High standard of written and verbal communication skills
- Ability and willingness to work cooperatively as part of a team
- Ability to help us build on the breadth of the educational experiences we offer both in and out of the classroom
- Respect for the professional expertise of others
- Ability to be managed by others, using constructive feedback to improve your performance
- Enthusiastic, perceptive and fair
- Record of excellent practice
- Ability to provide guidance, advice, instruction and support and challenge for students and for staff
- A personal commitment to quality and excellence that will take the Academy forward

You are likely to have:

- Good sense of humour
- Ability to handle information securely and confidentially.



- Record of developing and maintaining good relationships with students and wider school community.
- The experience, where necessary, to give a clear lead on inclusion and managing learning and student achievement
- Genuine care for all students, especially the disadvantaged and vulnerable

You may have:

- Evidence of innovative and effective learning coordination
- Record of developing and maintaining good relationships with students and wider school community
- Knowledge and expertise in how people learn
- A clear vision on the position of student welfare and inclusion in the Academy over the next 5 years

Knowledge and qualifications:

(Professional, technical or academic qualifications that you have achieved relevant to this role)

Essential for this role:

- Good GCSE English and Maths (at least grade B or 5 at GCSE)

You are likely to have:

- Degree or equivalent

You may have:

- Relevant further qualifications around pastoral care
- Qualified Teacher status

Experience:

(Please draw upon experience and achievements gained through paid employment, voluntary work or personal life experience relevant to this role)

Essential for this role:

- Experience of working with young people with SEND
- Experience of maintaining and manipulating computerised and/or paper based data/information
- High standard of written and verbal communication skills.

You are likely to have:

- Current successful school experience
- Experience of using a Management Information System preferably Arbor.



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- Experience of safeguarding and pastoral roles in schools

You may have:

- Experience of working with autistic individuals
- Experience and understanding of the PDA profile of autism

Cathedral Schools Trust is an equal opportunities employer and recognises the strength in diversity. Our schools have a wide range of cultural, socio economic and religious influences and we use this to ensure that we broaden our understanding of each other and the world. Applications are welcome from all suitably qualified candidates regardless of race, colour, nationality, ethnic or national origin, religion or religious belief, sex or sexual orientation, gender reassignment, disability or age, and maternity, marital or civil partner status. We particularly encourage applications from under-represented groups.

As part of our commitment to equal opportunities, we ask that all applications are made using our application form and are accompanied by an equal opportunities form. The equal opportunities form is anonymous and is not shared with the shortlisting panel.