

## Job Profile

<b>Job Title:</b>	<b>Learning Support Assistant (LSA)</b>
<b>Salary:</b>	<b>Grade 5 £18933 - £19314 pa - (£13,077 - £13,340 pro rata)</b>
<b>Post Name:</b>	<b>LSA</b>
<b>Key Base:</b>	<b>Broom Leys Primary School</b>
<b>Hours:</b>	30 hours per week, to include Midday Supervision (term time only plus 1-week pa)
<b>Responsible to:</b>	Teachers, Phase leaders, SENCO, Headteacher, Deputy Head teacher
<b>Accountable to:</b>	Chief Executive Officer
<b>Core Purpose:</b>	<p>To develop young people's potential academically, socially, morally, spiritually and emotionally in a stimulating and challenging environment in order to produce young people who can think independently, behave responsibly and continue to learn successfully.</p> <p>To positively support the development of the MAT in accordance with the School Development Plan.</p>
<b>Job Purpose:</b>	A LSA will work under the direct supervision of a teacher to provide support for teaching & learning and associated activities in accordance with school policies and procedures. This may include providing general support for whole class learning activities or supporting individuals or small groups of pupils.

### To whom the post holder reports

The postholder is responsible to:

- Class Teacher, SENCO & Phase leaders
- The Midday Manager
- The relevant member of the school leadership group in respect of curriculum and pastoral matters

### Professional Relationships

- The postholder is expected to interact on a professional level with colleagues in order to promote a mutual understanding of the school curriculum with the aim of improving teaching and learning across the school

## Duties and responsibilities specific to the post

- To provide agreed support to the teacher in the delivery of planned whole class learning activities
- To work under the direct supervision of a teacher to carry out planned learning activities with small groups or individual pupils, providing feedback on their engagement in activities and their achievement of the desired learning objectives.
- To help prepare, monitor and maintain a safe and secure learning environment, in line with teachers' lessons plans.
- To observe and feed back to the teacher on pupil performance and behavior, taking action as appropriate in line with relevant school policies
  - To support the physical, intellectual, emotional and social development of pupils, including contributing ideas and suggestions to support planning to meet their development needs.
- To interact with and respond positively to children, young people and adults.
- To develop positive relationships with colleagues, providing consistent and effective support and working constructively as a member of the school staff team.
- To support pupils to improve their numeracy and literacy skills through focused learning activities and more generally across the curriculum.
- To prepare and utilise ICT resources to support pupils' learning.
- To prepare and support the use of learning materials and create visual displays, in accordance with the requirements of the teacher, in order to facilitate a relevant physical learning environment.
- To provide care and encouragement to children and young people with disabilities or special educational needs, supporting them to participate in activities and liaising, if required, with parents / carers / other professionals as appropriate.
- To contribute to the provision of support for bilingual / multilingual pupils if required.
- To encourage participation in structured and unstructured activities, including play and lunchtime supervision.
- To provide toileting support to pupils as necessary.
- To support, as appropriate, in instances where pupils are unwell whilst at the school.

## Policies and Legal Framework

To work within the framework of national legislation, the Academy's Articles of Association and Funding Agreement. In addition the post is subject to compliance with:

- Academy policies and guidelines.
- Safeguarding of Children in Education

## SPECIAL FACTORS

- The nature of the work may involve the jobholder carrying out work outside of normal working hours.
- The post holder may be required to attend, from time to time, training courses as required outside normal working hours
- 
- This post is eligible for a DBS check under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (i.e. it involves certain activities in relation to children and/or adults) and is defined as regulated activity under Part 1 of the Safeguarding Vulnerable Groups Act 2006. Therefore, a **DBS enhanced check for a regulated activity (includes a barred list check) is an essential requirement.**

This Job Profile sets out the duties and responsibilities of the job at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot in themselves justify a reconsideration of the grading of the job.

This job description is current at the date shown, but following consultation with you, may be changed by school leaders to reflect or anticipate changes in the job which are commensurate with the salary and job title.

The Apollo Partnership Trust is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.

<b>Postholder's signature:</b>			
<b>Printed:</b>		<b>Date:</b>	
<b>SLT signature:</b>			
<b>Printed:</b>		<b>Date:</b>	