This job description relates to the duties of a Learning Support Assistant and will be subject to an annual review although specific amendments maybe made in consultation with the postholder.

The following duties and responsibilities will be supervised by the teacher whose class the LSA is attached to, and the Deputy Headteacher, whilst under the overall supervision of the Headteacher.

THE MAIN DUTIES WILL INCLUDE:

* Responsibility for working with individual children with ASD/SEN or groups (4-11), either in the class setting or outside the classroom in delivering work planned for by the class teacher/ARP lead/SLT.
* Support the learning and/or development of social skills for children with a range of SEN which could include:
  + Literacy/numeracy skills
  + Emotional problems
  + Behaviour problems
  + Communication problems
  + and manage the delivery of the programme of work as directed by the class teacher.
* Assist with practical subjects e.g. Art, DT, and Food Technology as directed by the class teacher and which may require undertaking tasks such as helping younger children to prepare for or get dressed after P.E.
* Use a variety of ICT applications with children in different settings.
* Help the teacher prepare work/collect resources ready for the lesson.
* Deal with First Aid/medical requirements, given the appropriate level of training.
* Generally assist the class teacher to deliver the curriculum to a class of children which may involve supervising groups of children of varying abilities. The size of the group will vary according to the activity.
* Keep brief records of progress made/observations of the children that the LSA is working with and pass on to the class teacher.
* Supervising children during break time and lunchtimes.

The duties will vary from time to time but without changing the general character of the post or the level of responsibility. At all times the class teacher will determine the programme of work.

**Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**