

GLF Schools Job Description

Job Title	Learning Support Assistant	Job Reference	
Location	Meridian High School	Travel required	No
Core purpose			
<ul style="list-style-type: none"> ● To support identified students with SEND inside the classroom to ensure learning is accessible and progress is made. ● To design and teach interventions supporting SEND students with learning development and need. ● To monitor class progress, attendance and behavior working closely with subject teachers to ensure the needs of all students are met. ● To develop and review learner passports ensuring that frequent review of need takes place and proactively supporting the Universal, Targeted and Specialist offer in place. 			
Key Accountabilities			
Strategic leadership			
<ul style="list-style-type: none"> ● To lead the provision for those in your classroom, knowing every child's needs and ensuring all subject teachers meet those needs. ● To collaboratively deliver aspects of the curriculum within every subject. ● To support the Lead Learning Mentors with ensuring the interventions offered and delivered are of a high standard and meet the expectations of the school. ● To uphold a positive and safe learning environment for all students in all lessons. ● To work closely with the Pastoral Leaders and Senior Leaders to ensure high standards of SEND support is in place for all learners in all subjects. ● To support and coordinate the review of Education Health Care Plans. ● To work collaboratively with the inclusion team ensuring a positive and solution focused working environment. ● To proactively support the wider school community and personal development opportunities for students. ● To ensure that all SEND learners have access to, and a plan for, higher education with clear, supportive transition and readiness steps are in place. 			
Learning and Teaching			
<ul style="list-style-type: none"> ● To plan and deliver high quality interventions to ensure student progress ● To work closely with classroom teachers so that the curriculum is adapted, remains challenging and is accessible so all SEND learners can access it. ● To frequently review learner progress and support the Deputy SENDCO with adaptations where needed 			
Securing Accountability			
<ul style="list-style-type: none"> ● To ensure that all LSA standards are met ● To communicate with parents and carers frequently and build positive parent relationships. 			

Accountability

- Accountable to Designated Lead Learning Mentor and Senior Leaders
- GLF Schools expects its employees to work flexibly with the framework of the duties and responsibilities above. This means that the post holder may be expected to carry out work that is not specified in the job profile but which is within the remit of the duties and responsibilities.

Safeguarding

- GLF Schools is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under- represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.