

Job Description - Learning Support Assistant



Learning Support Assistants at The Hythe Community Primary School work with children of all abilities.

A Learning Support Assistant works in mainstream schools with children who have a statement of special educational needs. They support children who have a range of needs.

The children require support to enable them to participate fully in all aspects of school life.

The work of the assistant reflects this aim.

As a member of staff you are required to undertake an appropriate share of duties attached to Learning Support Assistants generally within the school under the reasonable direction of the Headteacher and the SENDco.

JOB PURPOSE

To support a class teacher in ensuring access to the curriculum for children with specific learning difficulties and under the direction of the class teacher, to carry out specific programmes of study for assigned groups of children.

To provide support so that children with special educational needs and disabilities are enabled to integrate as fully as possible in the activities generally undertaken by other children and under the direction of the class teacher, to carry out specific programmes to assist their development.

MAIN RESPONSIBILITIES

This job description serves as a guide to indicate the range of duties and level of responsibilities involved, under the direction of the class teacher.

- a) To participate in the planning of a range of activities for an individual pupil or group of pupils.
- b) To undertake specific tasks with these individuals or small groups. To ensure that the planned programme of activities is implemented.

- c) To implement procedures for the monitoring, assessment and recording of pupils progress.
- d) To contribute when appropriate to Special Needs reviews and any multi disciplinary discussions of pupils progress.
- e) To assist in the preparation of the classroom, the reception of pupils, the organisation of materials and the checking and clearing of equipment.
- f) To assist in meeting the pupils needs for encouragement and reassurance.
- g) To attend to the pupils' personal requirements and physical care on a daily basis and encourage independence at all times.
- h) To participate in the supervision of pupils during break and lunch time as appropriate.
- i) To participate in relevant staff development activities.
- j) To ensure that the school's aims and objectives in relation to safeguarding and equal opportunities are promoted in every day classroom organisation and practice.

The Hythe Community Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is **exempt from the Rehabilitation of Offenders Act 1974**. If you are appointed you will be required to undertake an Enhanced Disclosure & Barring Service (DBS) check (previously known as a CRB check) and required to declare any unspent convictions, cautions, warnings and bind-overs you may have, regardless of how long ago they occurred, as well as any pending criminal proceedings or current police investigations.