

Learning Support Assistants Job Description

Being a Learning Support Assistant in our federation is so important for the inclusion, progress and enjoyment of pupils at all our schools. This is a vital role that is valued immensely for the impact on our pupils achievement, progress, wellbeing and safety.

Main purpose

Our LSAs provide learning and care support for all pupils, this includes working with a wide range of pupils with differing needs: including pupils with SEND, disadvantaged pupils, pupils of all academic abilities, all pupils. Our LSAs are able to, through their dedication, aptitude and training, support all pupils in a variety of modes, interventions and approaches. Our LSAs support the pupils experience of school and learning, socially, emotionally, academically, spiritually, and as a result, increase our pupils progress and achievement at school in a wholistic manner. Our LSAs support the whole child.

Our LSAs help all pupils engage positively and safely with their school life and learning, enabling progress and success through encouraging greater independence and resilience through supporting the progression of our pupils knowledge and skills.

Our LSAs work closely with teaching staff, school leadership and SENDCos to ensure the high quality of all in class, small group and 1:1 interventions with evident impact through the strategic linking of intervention with day to day class activities.

Duties and Responsibilities

Supporting the pupils

Build a positive relationship with the pupils, promoting high self-esteem, independence and social inclusion

Promote high standards of behaviour, responding to incidents in line with the school's behaviour policy and guidelines on physical intervention and de-escalation

Assist with the development and delivery of individual education, support and care plans

Support the pupils with their social, emotional and mental health needs, escalating concerns where appropriate

Support pupils to develop their independent skills through building self-esteem and confidence

Support the growth mindset approaches of our school developing the metacognition of our pupils

Are adaptable to support all our pupils with a wide range of needs that can change overtime

Are able to support pupils in a range of modes to support their development in a full manner: academic progress, personal care, social development, physical development, emotional development, spiritual and moral development, empathetic and tolerant development, independence and resilient development, general enjoyment of school and self-confidence - *this is not exhaustive but demonstrative of the wide manner in which our LSAs may support pupils with a wide range of needs from physical too emotional to academic and more.*

Able to use the positive behaviour management using praise and rewards appropriately and effectively.

Teaching and learning

Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase the pupils achievement

Contribute to the planning of differentiated learning activities for the pupils, delivering activities inside or outside the classroom

Support the teaching of a broad and balanced curriculum aimed at helping the pupils achieve their full potential in all areas of learning

Promote, support and facilitate inclusion by encouraging participation of the pupils in learning and extracurricular activities

Use effective behaviour management strategies consistently in line with the school's policy and procedures

Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment

Use ICT skills to advance the pupils learning

Through observations, provide regular feedback to teachers on the pupils progress, attainment and barriers to learning

Monitor, record and report on progress and attainment

Read and understand lesson plans shared prior to lessons, if available

Support the pedagogical approach of teaching and learning across the range of subjects and classes, keeping abreast of changes and new approaches

Model good written and spoken English for the pupils

Proactively seek guidance from teaching staff, SENDCos and leadership to ensure no opportunities for learning are missed

Working with staff, parents/carers and relevant professionals & the wider school community

Share knowledge and understanding of the pupils with other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision

Communicate effectively with other staff members, pupils, and parents and carers

Keep other professionals accurately informed about performance, progress and any areas of concern

Understand their role in order to be able to work collaboratively with classroom teachers and other colleagues, including specialist advisory teachers

Collaborate and work with colleagues and other relevant professionals within and beyond the school

Develop effective professional relationships with colleagues

Model the behaviours towards all stakeholders that support the ethos and values of our school community, ensuring confidentiality, professionalism and kindness of approach are maintained in all communications and interactions

Able and enthusiastic to support the school with all manner of exciting curriculum enrichment opportunities, from trips and visits to community events

Professional development and communication

Help keep their own knowledge and understanding relevant and up to date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness

Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school

Take part in the school's appraisal procedures including giving time to consider the reflection as part of the preparation

Engage with all Professional Development with the correct maturity, politeness and professionalism always expected of an adult learner

Ensure your approach to working with 'all pupils' is inclusive, kind, professional and informed at all times

Adhere fully to our code of conduct

Be able to risk assess situations and activities appropriately, or within the moment to take decisive and responsible actions to keep all pupils safe (policies and procedure guidance supports this facet of the role)

View self as an ambassador for our schools and federation, being a positive role model when in and out of school, when in person and when online

Other areas of responsibility

Safeguarding

Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies

Engage with the necessary professional development and annual updates as required

Promote the safeguarding of all pupils in the school

Understand and adhere to inclusion, equality and equity when working with all pupils, staff and families

Please note: this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the postholder will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Executive headteacher or direct line manager.

Notes:

This job description may be amended at any time.