

**Job Description**

**EYFS/KS1 Learning Support Assistant, Level 2, 35hrs a week term time only (0.9FTE)**

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| **Role Title**  | Learning Support – Level 2 (2.3-2.5) |
| **School** | Smithdown Primary School |
| Main purpose of the role |
| To work in partnership with class teachers to support learning by working with individuals or small groups of children under the direction of teaching staff. |
| Core responsibilities and tasks |
| * Attend to the personal and social needs of pupils
* Ensure pupils’ safety at all times, in and out of the classroom as per school policies.
* Promote inclusion by enabling pupils to be included in all aspects of school life
* Support programmes of special care
* Administer first aid in accordance to school policy.
* Model good behaviour and practice.
* Carry out observations of pupils and support their learning, providing information for teachers for monitoring, assessing and recording pupil progress under instruction from the Teacher or other lead professional
* Adjust learning activities based on pupils’ responses as appropriate to achieve effective learning outcomes.
* Participate in planning and evaluation of learning activities with the Teacher, providing feedback on attainment, progress and behaviour
* Understand and support pupils or groups of pupils with a range of needs.
* Implement planned learning activities/ teaching programmes as agreed with the Teacher/ SENCo.
* Liaise with other staff and provide information about pupils as appropriate.
* Share any concerns about the welfare/safety of a child with the class teacher
* Make time to discuss the forthcoming day (planning, tasks etc.) in the morning prior to lessons, and feedback to class teacher at the end of the school day or lesson, whenever most convenient.
* Help to keep classroom resources tidy and in good order
* Assist in the preparation of resources before lessons and tidying up afterwards
* Assist in the presentation of work and display areas under the direction of the Teacher.
* Support the teacher in behaviour management and keeping pupils on task.
* Support and adhere to the agreed aims, policies and procedures of the school
* Establish and maintain positive relations with pupils, parents/carers and support agencies.
* Be aware of confidentiality issues and maintain this at all levels.
* Work as part of the school team and maintain professional relationships with all members.
* Undertake any training identified as appropriate by the school.
* Undertake any other task which is reasonably requested by the Head Teacher in the scope of this role.
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| **Additional Information** |
| This role will include supporting in our breakfast club. |