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ST. ANSELM’S COLLEGE

**Required for September 2022**

**Learning Support Assistant (supporting & delivering learning))**

**Term-time only (0.86 contract)**

**The College**

St. Anselm’s College is a Roman Catholic Grammar School for boys in the Diocese of Shrewsbury. The College was founded in 1933, by the Congregation of Christian Brothers, to provide Catholic Education for the boys in the area. In 1995 the College became the first school in the country to opt back into the maintained sector as a Grant Maintained School. From September 1999 the College was Voluntary Aided and became an Academy in June 2011. It remains under the Trusteeship of the Christian Brothers. The College is heavily oversubscribed with 5 Form entry, and 914 on roll. Currently, there are 182 boys in the Sixth Form. The College is part of the Edmund Rice global network of schools and is actively involved in apostolic activities and outreach both at home and abroad.

*This is a good school. (Ofsted 2019)*

*Pupils with special educational needs and/or disabilities are supported effectively.*

*Pupils’ spiritual, moral, social and cultural development is a strength of the school. Pupils understand and value differences.*

The College was recently inspected by Shrewsbury Diocesan Inspectors in March 2019 and judged to be*, “a good Catholic school with many outstanding features”. “Pupil behaviour in classrooms and around the school is exemplary, as is the courtesy shown to each other in this learning community”.*

The Headmaster enjoys the support of a highly committed, hard-working, yet cheerful, staff. Most colleagues put time in above and beyond any minimum requirement and the confines of their job descriptions. This has the effect of creating a positive and rewarding environment in which to work.



**ST. ANSELM’S COLLEGE**

**Edmund Rice Academy Trust**

# LEARNING SUPPORT ASSISTANT (supporting & delivering learning)

**SAC Support Staff range 15-17, £19,236 - £19,969 pro rata**

**(Term-time only - £16,618 - £17,251)**

**PERSON SPECIFICATION**

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| **SPECIFICATION** | **ESSENTIAL** | **DESIRABLE** |
| Qualification and training | A good general education and levels of numeracy and literacy commensurate with working with young people in a grammar school.TA level 2/3 qualification | Evidence of qualifications in this area.Education to A level or its equivalent and beyond.Computer literate. |
| Experience | Evidence of having worked with young people in some capacity. | Relevant work experience in a similar environment.Experience of working with children with SEN, preferably at secondary age. |
| Qualities, skills, knowledge and abilities. | A positive interest in working with young people.Ability to get the best out of young people.A sense of humour.Adaptability.Able to work on own and as part of a team.Ability to build good working relationships with a range of colleagues.A clear communicator.Ability to work calmly and with patience.Ability to carry out duties, mindful of the Catholic ethos of the College | Working knowledge of the curriculumSEND training in Social Communications and ASCBasic ICT skillsPhysical Fitness |
| Safeguarding | This post is subject to an Enhanced DBS check. |  |
| References | Supportive. |  |



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# Job description for Learning Support Assistant

**Job Title: Learning Support Assistant**

**Postholder:**

**Role:** To work as part of the Learning Support Team in supporting and including students with learning difficulties/disabilities in class and on educational visits as required

**Line Manager:** Mrs Ravenscroft **/** Mrs S Cubbin

**Work in**

**partnership with:** SENDCO – Mrs A. Ravenscroft

 Teaching and Support staff

 External agencies

 Parents/Carers

## Duties:

## Safeguarding

## All staff have a duty to ensure that pupils are protected from harm and that they are given opportunities to have optimum life chances so that they enter adulthood successfully.

**In relation to the individual student**

To develop an understanding of the special educational needs of the student/s concerned.

To take into account the student/s’ special needs and ensure their access to the curriculum lesson and activity and its content through appropriate clarification, explanations, equipment and materials.

To build and maintain successful relationships with students, treat them consistently, with respect and consideration.

To help promote independent learning, social independence and achievement at least commensurate with academic ability.

To help reinforce learning.

To attend to students’ personal needs including help with social, welfare, physical and health matters.

To help students record work in an appropriate way.

To develop study and organisational skills.

To help keep the students on task and to build motivation.

To model good practice.

To help build student confidence and enhance self-esteem.

To support the students at lunch time, as required.

To attend meetings with the parents of the supported student/s.

**In relation to the Teacher**

To have formal and informal meetings with teachers to contribute to planning lessons / activities.

To prepare materials and resources.

To prepare students beforehand for a task.

To work on differentiated activities with identified groups.

To support the teacher in implementing specific teaching programmes and in general lesson activities.

To supervise practical tasks.

To carry out structured classroom assessment/ observation and feedback outcomes.

To be involved in keeping records and evaluating identified students’ progress.

**In relation to the College**

To support the Catholic, Christian ethos of the College

To work as part of the team in relation to individual students, liaising, advising and consulting where appropriate.

To support the implementation of College policies and procedures, including those relating to confidentiality and behaviour.

To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager.

To liaise with the parent/carer of the supported students, as required by the SENCO or LSC

Promote positive student behaviour in line with College policies and help keep students on task

Assist with the development and implementation of IEPs

The duties above are neither exclusive nor exhaustive and the postholder may be required by the Headmaster to carry out the appropriate duties within the context of the job, skills and grade.

**Signed …………………………………………….. Date: ……………………….**