

## **Learning Support Assistant**

<b>JOB TITLE</b>	Learning Support Assistant
<b>EMPLOYER</b>	University of Brighton Academies Trust
<b>LOCATION (Academy)</b>	The St Leonards Academy
<b>RESPONSIBLE TO</b>	SENCO
<b>SALARY</b>	Single Status Grade 3
<b>RESPONSIBLE FOR</b>	Supporting SEN students across the academy in class, withdrawal groups and small intervention.
<b>MAIN PURPOSE OF THE JOB</b>	<ul style="list-style-type: none"><li>• To support SEND students in their learning both in and out of the classroom, delivering specialist provision and interventions as required.</li></ul>
<b>MAIN TASKS / KEY RESPONSIBILITIES</b>	
<b>1</b>	Work collaboratively with classroom teachers and other colleagues to effectively support the learning of SEN students.
<b>2</b>	Communicate effectively and sensitively with pupils to adapt to their needs and support their learning
<b>3</b>	Maintain a stimulating and safe learning environment by organising and managing physical teaching spaces and resources.
<b>4</b>	Demonstrate a level of subject and curriculum knowledge relevant to the role and apply this effectively in supporting teachers and pupils
<b>5</b>	Implement behaviour management strategies consistently in line with Academy policy and procedures.
<b>6</b>	Demonstrate understanding of the needs of all pupils (including specialist expertise as appropriate).
<b>7</b>	Acquire appropriate skills and qualifications or other experience pertinent to the role
<b>8</b>	Plan and deliver specialist interventions to support pupil progress and achievement of EHCP outcomes under the guidance of senior SEN staff.

<b>9</b>	Support the monitoring, recording and reporting of pupil performance and progress as appropriate to the level of the role.
<b>10</b>	To carry out all activities in such a manner that data protection requirements are met and are in line with the Trust's policies for Health and Safety, and Equal Opportunities
<b>11</b>	To participate in professional development activities and performance management activities as required
<b>12</b>	To undertake other reasonable duties as directed by your line manager

### **Person Specification: Learning Support Assistant**

#### **Knowledge/Experience**

- Experience of working within an educational setting with children/young people with learning difficulties or disabilities
- Experience of or willing to train in order to offer personal care

#### **Skills/abilities**

- Ability to deal with challenging behaviour
- Ability to act on own initiative
- Ability to motivate and encourage students
- Ability to monitor progress and maintain records

#### **Qualifications/Training**

- Good general knowledge
- English and Maths GCSE's or equivalent
- Specialist training in disability and learning difficulties –desirable

#### **Personal Qualities**

- Good communication skills
- Calm and patient nature
- Flexible approach
- To work well as part of a team
- To be able to use initiative