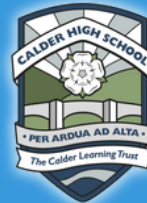


**NEW VACANCY**

**The Calder Learning Trust**



# Learning Support Assistants

**Calder High School & Calder Primary School**

*Everybody, Everyday*

Located within the beautiful Calder Valley, West Yorkshire

Start date: September 2026

NJC scale 3 pt 5-6, actual salary £19,180-19,484 (pro rata)

32 hours per week, term time only plus 2 days

Permanent contract

*Care, Commitment, Courage*



Completed applications should be returned to [hr@calderlearningtrust.com](mailto:hr@calderlearningtrust.com)

Closing date: 9.00am Monday 8 June 2026

Interviews: to be confirmed

# Welcome from the Headteachers



The Calder Learning Trust is an all-through school, providing an excellent standard of education for students from 4 – 16 years. There are two phases to our school: Calder Primary School for ages 4 – 11 and Calder High School for ages 11 – 16. Whilst each phase is distinct, they blend seamlessly into one learning community, offering fantastic opportunities for all our students.

Located in the heart of Pennine Yorkshire, in the village of Mytholmroyd, approximately six miles west of Halifax, The Calder Learning Trust serves the Calder Valley community stretching from Halifax through Luddendenfoot, then Mytholmroyd, and beyond to the town of Hebden Bridge and the border of Todmorden. It is ideally situated both close to the countryside and with easy transport links to towns and cities for varied learning opportunities outside the classroom.

We aim for our students from Reception to Year 11 to become confident, responsible and articulate young people, supported within and beyond the curriculum and engaging in the fantastic range of opportunities available. These include The Duke of Edinburgh award, sporting events and competitions and Expressive Arts.

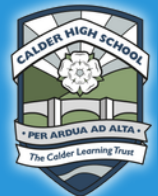
Our school values are 'Care, Commitment, Courage' and are woven through all that we do. Here at The Calder Learning Trust we aim for 'Everybody, Everyday' to be and do their very best so that they can realise their dreams and aspirations and we look forward to welcoming you to our school and offering you the opportunity to take an assisted tour.



Mr A Taylor  
Headteacher, Calder High School



Mrs K Lambert and Mrs F Kennedy  
Co-Headteachers, Calder Primary School



## Prime Objectives of the Post

- To independently support and supervise individuals and small groups of children in order to accelerate their progress and learning in curriculum areas
- To provide assistance and support in improving behaviour for learning by helping develop emotional resilience and learning routines
- To promote independence with learning that enables a young person to make accelerated progress and achieve positive outcomes
- This role would be suitable for candidates to gain experience and develop their skills to lead into teaching at Primary/Secondary phases or other educational roles

**Responsible to:** Assistant Headteacher SEND and Inclusion

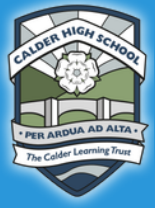
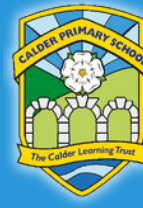


## Principal Duties

### Support for the student

- Be aware of and respond appropriately the academic and emotional needs of individual students
- Provide consistent academic support to identified individuals or groups
- Deliver on all necessary intervention programmes and planned group work
- Provide feedback to students in relation to progress, achievement and well-being
- Promote self-esteem and independence, employing strategies to recognise and reward achievement within established school procedure
- Encourage students to interact with others and engage in activities led by the teacher
- Liaise sensitively and effectively with parents/carers
- To escort students as necessary and assist in movement around the school.
- Ensure the health, safety and welfare of students is maintained at all times
- Develop empathy and understanding for individual students
- Support students during internal and external examinations
- Providing hygiene care to students where necessary

# Job Description



## Support for the Teacher

- Have prior knowledge and understanding of the key concepts and skills identified in the of the schemes of work in order to work with the teacher to support any students
- Provide feedback to the teacher about the progress and achievement of individuals accessing the lesson
- Establish and maintain an appropriate learning environment alongside the teacher
- Monitor track and evaluate students' responses to learning activities through observation against pre-determined learning objectives
- Administer and assess tests and accurately record achievement/progress.
- Promote positive values, attitudes and good student behaviour, dealing promptly with conflict and incidents

## Secondary Duties

- To undertake such other duties and responsibilities of an equivalent nature as may be determined by the Headteacher (or nominated representative) in consultation with the post-holder and if she/he wishes with her/his trade union representative

## Support for the School

- Assist students to access learning activities through specialist support e.g. curriculum/SEN specialism, behaviour management and translation
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection. Report all concerns to the appropriate person (as named in the policy concerned)
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the SENDCo, to support achievement and progress of students
- Attend and participate in regular meeting as appropriate
- Participate in training and other learning activities as required
- Accompany teaching staff and students on visit, trip and out of school activities as required



# Job Description



## Staff Benefits

- **Wellbeing:** We subscribe to the Schools Advisory Service (<https://schooladvice.co.uk/>) to support staff with a variety of services such as online gyms, medical support and counselling . We deliver training to equip all staff with the skills to identify early signs of mental ill health in pupils and themselves.
- **CPD:** we have an extensive development programme both internally and externally to support your professional development whilst you are employed by the trust.
- **Sustainability:** We have good local transport networks including bus and rail
- **Priority places:** for children of staff at both Calder Primary and Calder High Schools as part of our Admissions Policy.
- **Childcare Vouchers** to support staff getting back to work.
- **Staff clubs** such as staff sketch club, staff book club and various other initiatives.



# Person Specification



## Qualifications & Experience

	ESSENTIAL	DESIRED	ASSESSMENT
Experience of working with children in an educational setting (within specified age range/subject area) or experience of tutoring.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A,C
GCSE or Level 2 qualification in English and Maths at Grade C or above	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A,C
Training in special educational needs strategies	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A,C
Relevant Level 3 qualification in Teaching Assistance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A,C

## Skills & Knowledge

Ability to work effectively within a team environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A,I
An understanding of classroom roles and responsibilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A,I
Ability to work using initiative and good judgement so the minimal direction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A,I
Ability to build and maintain effective working relationships with colleagues	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A,I
Ability to promote a positive ethos and role model positive learning and social behaviours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A,I
Ability to work with children at all levels regardless of specific individual need and learning styles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A, I
Understanding of inclusion, particularly within a school environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A, I

This job profile is not a restrictive outline, but indicates a range of duties. The post holder will be expected to be flexible in the range of tasks undertaken as appropriate to the post.

# Person Specification



## Skills & Knowledge cont.

	ESSENTIAL	DESIRED	ASSESSMENT
Effective use of ICT to support learning	✓		A,I
Must have high expectations of all students	✓		A,I
Ability to build and maintain successful relationships with students, treat them consistently, with respect and consideration	✓		A,I
Ability to work collaboratively with colleagues and carry out the role effectively	✓		A,I
Able to liaise sensitively and effectively with parents and carers	✓		A, I
Have experience of delivering programmes to support EAL students		✓	A,I

## Special Working Conditions

Ability to attend occasional meetings out of school hours if required	✓		A,I
Only if required: assisting students in line with moving and handling guidelines when toileting / feeding / transferring pupils	✓		A,I
Providing hygiene care to students	✓		A,I
Lifting and carrying equipment as required	✓		A, I
Attend SEN drop in support sessions 3 times a year	✓		A, I

### Code for Assessment

A - Application I - Interview C - Certificates



Everybody, Everyday



We look forward to receiving your application

Please note if you are not invited for interview within 2 weeks of the closing date please assume you have been unsuccessful with your application.

**The Calder Learning Trust**  
Brier Hey Lane  
Mytholmroyd  
Hebden Bridge  
West Yorkshire  
HX7 5QN

**Tel: 01422 883213**  
**Email for Applications: [hr@calderlearningtrust.com](mailto:hr@calderlearningtrust.com)**  
**Website: [www.calderlearningtrust.com](http://www.calderlearningtrust.com)**

**Facebook: The Calder Learning Trust**  
**Twitter: @Calder\_High @CalderPrimary**