

Strand on the Green Junior School Job Description

Job title: Learning Support & Sports Assistant (34 hrs per week)

Salary and grade: Scale 5 (£31,074-£32,931 pro rata)

School: Strand on the Green Junior School

Line manager: PE Subject Leader/SENCO

Main Purpose:

- To work under the direct instruction and guidance of the PE Subject Leader/SENCO to support teaching and learning activities, including in PE.
- To provide general support as required to the class teacher in the management and organisation of the pupils.
- To promote the inclusion of all pupils.
- To support the learning of vulnerable groups of pupils, particularly those receiving Pupil Premium Grant.
- Work may be carried out in the classroom or outside the main teaching area with individual pupils, small groups or supporting the teacher in whole class activities.
- To support the PE curriculum under the guidance of the subject leader, including running extra-curricular activities as appropriate.

Main Activities

- To follow instructions from teacher colleagues to support pupils' learning by explaining tasks clearly to them to ensure their understanding.
- To work with pupils to reinforce learning by practising skills already taught, including assisting pupils with special needs and English as an additional language (EAL).
- Where required, to prepare and maintain basic classroom resources and equipment as directed by the class teacher and assist the pupils in their use.
- To prepare the classroom as directed for lessons, ensuring that resources are available and cleared away at the end of the lesson as appropriate.
- To make observations on pupils' performance and make records or give feedback by other means as directed to assist the teacher to assess pupil progress. This may include feedback against Individual Education Plan (IEP) targets or other established targets.
- To maintain an awareness of pupil problems and report these to the class teacher as required.
- To encourage pupils to interact with others and engage in activities led by the teacher.
- To provide support for pupil's emotional and social needs by encouraging and modelling positive behaviour in line with the School's Behaviour policy, and demonstrating high expectations of work and behaviour.
- Under the direct guidance of the PE subject leader, provide PE lessons for pupils across the school as part of a carousel of activities.
- To accompany children to sporting events as necessary.
- To be involved in the planning of these activities where appropriate.
- To provide general clerical support to the teacher, e.g. photocopying, laminating, filing, etc as required.
- To assist with the general pastoral care of the pupils, including helping pupils who are sick, distressed or injured.



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- To be aware of and comply with policies and procedures relating to safeguarding and child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- To assist with the supervision of pupils out of lesson time, as necessary for their safety.
- To accompany teaching staff and pupils on visits, trips and out of school activities as required.
- To attend relevant meetings and participate in training opportunities and performance development as required.
- To provide a sports club / work in our after school club every night until 4:20 pm.

From time to time, undertake additional duties at the reasonable request of the Head Teacher.

RW/April 2025