

## Enmore Church of England Primary School

*'Those who are taught here must  
go out and teach others'*

*Rev J. Poole, Founder, 1810*



*'I have set you an example that you  
should do as I have done for you.'*

*John 13: 15*

# Job Description: SEND Learning Support Assistant (SEND LSA)

**Job Title:** SEND Learning Support Assistant

**Responsible to:** Special Educational Needs & Disabilities Coordinator

**Main Purpose:** To support a child 1:1 with a special educational need (Autism) within a school environment. To work under the instruction and guidance of the SENDCo and class teacher, to implement agreed learning tasks, provisions and interventions with the individual.

### Duties & Responsibilities

#### General Duties:

- To encourage enjoyment, enthusiasm and independence in learning.
- To contribute to the development of confident, caring pupils who show awareness of responsibility and pride in themselves and the school.
- To assist in the provision of a welcoming, nurturing environment.
- To assist in the smooth running of the school.

#### Supporting the Pupil

- To aid in planning, delivering and implementing work programmes to the pupil under the direction and supervision of the class teacher and SENDCo, enabling them to access the curriculum
- To establish a constructive working relationship with the pupil/s setting reasonable expectations and acting as a positive role model to all students.
- To promote the inclusion and acceptance of all pupils within the classroom.
- To encourage the pupil/s to interact and work co-operatively with others.
- To promote independence, confidence and self-esteem.
- To provide positive feedback and praise to the pupil/s in relation to progress and achievement.
- To carry out break duty supervision, as and when required.

#### Supporting the Curriculum

- To deliver learning activities to the pupil/s.
- To liaise with other personnel and take responsibility for maintenance/quality/safety of specialist equipment.
- To work with other staff members to develop an engaging curriculum to meet the needs of the child/children.
- To work and communicate effectively with outside agencies where required.

#### Supporting the Teacher

- To work under the direction of the SEND Co-ordinator and teacher and to be involved in planning, monitoring and evaluation of pupil/s learning.
- To assist, with the class teacher (and other professionals as appropriate) in the development of suitable programmes of support.
- To contribute to the maintenance of pupils' progress records.

- To participate in the evaluation of the support programme.
- To provide regular feedback about the pupil/s to the teacher/SEND Co-ordinator.

**Supporting the School**

- To be aware of, and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- To contribute to the overall ethos/work/aims of the school.
- To attend relevant in-service training.
- To undertake relevant school learning activities as required e.g. School visits, swimming lessons etc.
- To carry out tasks as required to support the smooth and efficient running of the classroom and school.
- To carry out any other tasks as reasonably directed by the Head Teacher.