



Learning Support Assistant JOB DESCRIPTION

Job Purpose

The Learning Support Assistant's (LSA) main role is to provide support for specific children with special educational or healthcare needs. The LSA will ensure that the pupil can integrate as fully as possible in the activities generally undertaken by the other children in the class and make progress. They will work under the guidance of the SENCO to implement specific programmes and activities to assist the pupil's individual learning and social needs.

Main Duties

Supporting the pupil:

- To provide learning and support for the pupil in class or in withdrawal situations, either 1:1 or small groups
- To develop knowledge of the particular needs of the child and seek advice from the SENCO or class teacher when required
- To aid access to the full range of learning experiences both inside and outside the classroom and provide modified materials as required i.e. worksheets, games, visual prompts...etc
- To make or modify resources as suggested and advised by the SENCO or outside agencies.
- To be involved in the planning and preparation of the day to day class activities
- To organise and maintain an inclusive learning environment both in the classroom and outside
- To support the pupils in the playground when required, being mindful of their health and safety in relation to his needs and encourage interactive play
- Motivate and encourage child to have a go at activities they are unsure of
- Provide positive reinforcements, praise and rewards
- Provide support and facilitate interaction with peers in the classroom and around school.

Teaching & Learning (Specific):

- To liaise with outside agency support eg SALT when required.
- To attend training courses to keep an up-to-date knowledge
- To attend sessions with outside agencies for specific guidance for specific children. Eg SALT sessions
- To keep up to date and informative records for all intervention groups and individual support sessions.
- To ensure that appropriate materials and equipment are available/prepared for activities for the child(ren) that you are working with
- To be responsible for creating and reviewing resources specifically for the interventions and sessions run by you.
- To provide support programmes to implement SEN support plan working towards targets set by the SENCO and class teacher.
- To help monitor pupil progress against SEN support plan/group provision targets through record keeping and feedback to teachers and SENCO
- To attend weekly SEN briefings with SENCO and other support assistants.

Teaching & Learning (General):

- To encourage an enjoyment and enthusiasm for learning
- To inspire pupils to want to learn and to take an active role in planning their own learning.
- To work with the teachers to establish an appropriate learning environment.
- To monitor and evaluate pupils' responses to learning activities through observation and planned recording of achievement against pre-determined learning objectives.
- To implement agreed learning activities/teaching programmes, adjusting activities according to pupils' responses/needs.
- To work one-to-one and with small groups of pupils.
- To support pupils with learning difficulties or disabilities.
- To support pupils with English as a second language and help them overcome the social and language divide.
- To prepare resources for in class support relevant to the group/activity
- To clear away materials and equipment after lessons.
- To help with outings and sports events.
- To keep areas tidy & maintain the order of the classroom environment.
- To be responsible for creating displays of pupils' work, class rules or pupil targets.

Behaviour & Safety of Pupils:

- To maintain good order and discipline among the pupils, safeguarding their health and safety.
- To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
- To foster and nurture independence.
- To be committed to promoting the wellbeing and achievement of all pupils.
- To encourage pupils to interact and to work co-operatively with others and engage all pupils in activities.
- To promote independence and employ strategies to recognise and reward achievement and self-reliance.

Supporting the Leadership and Management of the School:

- To support the Senior Leadership Team in promoting the ethos of the school.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To engage in performance management and be proactive in maintaining up-to-date skills and knowledge.
- To assist in the educational and social development of pupils under the direction and guidance of the Senior Leadership Team, SENCO and class teachers.
- To support students with emotional or behavioural problems and help develop their social skills.

Whole School / Community:

- To participate in staff meetings and inset training as required.
- To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.
- To ensure that school policies are reflected in daily practice.
- To foster the Christian ethos of the school.