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| Title of Post: Learning Support AssistantSalary: - (Band 2 to Midpoint 3 – 5)**Responsible to:** Headteacher/Assistant Headteacher/Class Teacher/Inclusion Lead**Purpose of Job:** To work in partnership with class teachers to support learning in line with the national curriculum, codes of practice and school policies and procedures**Example duties and responsibilities*** Working with individuals or small groups of children under the direction of teaching staff
* Establish positive relationships with pupils supported
* Implement planned learning activities/teaching programmes as agreed with the teacher adjusting activities according to pupils' responses as appropriate
* Support pupils with activities which support literacy and numeracy skills
* Support the use of ICT in the classroom and develop pupils' competence and independence in its use
* Promote positive pupil behaviour in line with school policies and help keep pupils on task
* Interact with, and support pupils, according to individual needs and skills
* Promote the inclusion and acceptance of children with special needs within the classroom ensuring access to lessons and their content through appropriate clarification, explanation and resources
* Participate in planning and evaluation of learning activities with the teacher, providing feedback to the teacher on pupil progress and behaviour
* Monitor and record pupil activities as appropriate writing records and reports as required
* Provide feedback to pupils in relation to attainment and progress under the guidance of the teacher
* To support learning by arranging/providing resources for lessons/activities under the direction of the teacher
* To attend to pupils' personal needs including help with social, welfare and health matters, including minor first aid.
* To assist with the preparation, maintenance and control of stocks of materials and resources
* Assist with the development and implementation of IEPs
* Liaise with other staff and provide information about pupils as appropriate
* To assist with the display and presentation of pupils' work
* To supervise pupils for limited and specified periods including break-times when the postholder should facilitate games and activities
* To assist with escorting pupils on educational visits
* To understand and apply school policies in relation to health, safety and welfare
* Attend relevant training and take responsibility for own development
* Attend relevant school meetings as required
* To respect confidentiality at all times
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