

Position: - 1:1 Learning Support Assistant

Job Title:	1:1 Learning Support Assistant
Hours:	Full and part time positions, term time and non- term time maybe a shift pattern. You will also be required to attend staff training days/meetings in the academic/business year.
Salary:	Up to £15,000 - depending on experience and qualifications.
Contract Type:	Permanent
Responsible to:	Classroom Teacher/ Deputy Headteacher/ Headteacher and SENDCO

Job Description:

We are seeking to appoint a full or part time level 2 or 3, 1:1 Learning Support Assistant who would be required to work with the individual child across all subjects in the school.

We work collaboratively to provide high standards of learning and teaching for every individual child. Your role would consist of building and maintain strong partnership working with parents, SENCO and the class teacher to enable child needs to be met. Under the instruction and guidance of teaching staff/managers, to undertake educational activities and attend to the educational, personal and social needs of pupils in order to support their learning and development and to ensure their safety. You will be required to work as part of a team and as an assigned keyworker to the individual child. Safeguarding knowledge and training.

Main Duties and Responsibilities:

- To attend to the educational, personal and social needs of pupils and any other requirements depending on the pupil's special needs and, wherever possible, make these part of the learning experience (this may include toileting, other hygiene needs, help with dressing and/or assisting with feeding if necessary).
- Under agreed school procedures, to give first aid/medicine where necessary; assist with programmes of special care such as physiotherapy, hydrotherapy or speech therapy under the direction of the appropriate specialist.
- To promote and support the inclusion of all pupils in the learning activities in which they are involved.
Whilst there may be a specific requirement to support a named pupil or pupils with an Educational Health Care Plan, support to other pupils may also be required, at the direction of the Headteacher.
- To assist with preparation for school visits and the supervision of pupils on such visits, in liaison with the Educational Visits Coordinator.
- To understand the principles of child development and learning processes and in particular barriers to learning.
- To successfully complete first aid/paediatric and food hygiene training as required.
- Within the overall plan set by the class teacher to assist in devising and extending educational activities and in preparation of the curriculum. This may include

contributing to the development and implementation of Pupil Passports for Learning and Personal and Pastoral Support Plans.

- To help assess and systematically record pupils' progress and achievements, using the Development Matters document.
- To efficiently prepare, maintain and use classroom teaching materials and equipment, including organising the use of audio/visual and ICT equipment, bearing in mind the efficient use of school resources (this may include photocopying, arranging displays of work etc).
- To assist in maintaining classroom discipline by working with individual and groups of pupils in developing expectations of acceptable personal and social behaviour and help make them part of the learning experience.
- To observe, monitor and provide constructive feedback on pupils' progress.
- To understand the roles of parents and carers in pupils learning and demonstrate ability to liaise with parents and carers sensitively and effectively.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school.
- To support the teaching of literacy, numeracy or other specific curriculum areas/specialisms as required and agreed with the Foundation/Nursery Leader.
- To have a good working knowledge of early years foundation stage curriculum.
- To work collaboratively with colleagues as part of a professional team, in particular the class teacher, the Special Educational Needs Co-ordinator (SENDCO) and other teaching assistants; working at all times within the school's policies and procedures
- To assist in the general efficient operation of the school, including providing cover for other support staff where necessary and as directed by the Headteacher.
- To attend staff meetings, participate in performance management arrangements and undertake training and development activities.
- To maintain confidentiality at all times in respect of school-related matters and to prevent disclosure of confidential or sensitive information.
- To undertake tasks of a similar nature and level, as directed by the Headteacher/Manager.

1:1 Learning Support Assistant - Personal Specification

	Essential	Desirable
Qualifications:	<ul style="list-style-type: none"> • Level 2 or 3 NNEB, CACHE, BTEC or NVQ or equivalent education qualification. • Educated to GCSE level with English and Maths at A*/9 to C/4 or equivalent. • Safeguarding training and Knowledge • 1 year minimum of working in an early years nursery setting • First Aid Trained 	Educational knowledge and experience

<p>Skills Knowledge Aptitude Experience:</p>	<ul style="list-style-type: none"> • Understanding of methods of teaching and learning. • Willingness to undertake appropriate professional development. • Commitment to equality principles. • Knowledge of and ability to contribute to the planning and development of educational activities. • Good communication and interpersonal skills. • Good organisational and time management skills. • Ability to supervise others effectively. • Ability to work collaboratively with teachers and others. • Ability to take responsibility and work with autonomy within set boundaries. • Ability to use ICT to develop learning activities. • To provide a high standard of physical, emotional, social and intellectual care for children place in the setting. • Ability to prepare and plan effectively. 	<ul style="list-style-type: none"> • Specific expertise and enthusiasm for planning and teaching a creative, cross curricular approach • Willingness to contribute to whole school development • Willingness and ability to contribute to extra-curricular activities • Knowledge and understanding of the implications of equal opportunities, multicultural education and inclusion. • Involvement and commitment to all aspects of settings life • Know the legal requirements, national policy and guidance on the safeguarding of children.
	<ul style="list-style-type: none"> • Good organisational skills • Ability to prioritise and management time effectively. • Ability to work part of a team. • The ability to use ICT effectively to engage with the child • Create a happy, stimulating, challenging and effective learning environment • Commitment to personal welfare and safeguarding of children 	

Physical:	<ul style="list-style-type: none"> • Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Disability Discrimination Act 1995 	
Personal Qualities:	<ul style="list-style-type: none"> • Approachable • Committed • Enthusiastic • Able to motivate self and others • Calm under pressure • Well-organised • A desire to make a difference to the lives of the children you teach • A willingness to learn and develop new skills • Reflective practitioner • Professional at all times • Good written and oral communication skills • Enthusiastic and positive, approachable, accessible and flexible • Ability to plan time and organise work effectively • Ability to work with as part of a team towards a common purpose • An excellent attendance and punctuality record 	<ul style="list-style-type: none"> • Knowledge and commitment to equal opportunities issues • Commitment to inclusion • Brings personal interests and enthusiasm to the setting community

The setting is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. A full-enhanced Disclosure & Barring Service (DBS) and a pre employment health check will be obtained prior employment including satisfactory references checks.

You may contact us at:

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