

**Job Title: Learning Support Assistant**

**Location:** Shrewsbury as main location, but working across RFI sites.

**Salary:** £13-£16.30 hourly rate/ £10,202.40- £12,818.40 (for 3 days per week) Dependant upon qualifications and experience.

**Hours:** 3 days per week (Tuesday, Wednesday and Thursday)

**Contract Type:** Fixed Term

**About Us**

Reach for Inclusion is a company with an aim to support young people to develop the skills they need to reach their full potential. Be that in one of our learning centres, through our outreach service or through the training we offer, we are committed to providing a supportive and tailored education for students who need additional support outside of mainstream education.

Visit [reachforinclusion.co.uk](http://reachforinclusion.co.uk) for further information.

**Job Purpose**

To provide high-quality, tailored support to pupils with special educational needs and disabilities, enabling them to access learning, develop independence, and achieve their potential in a safe, inclusive, and nurturing environment.

This will include the preparation and routine maintenance of resources / equipment. Work with pupils will be carried out in or out of the classroom and will be under the guidance of teaching staff.

**Key Responsibilities:**

***1. Supporting Learning***

- Work closely with teaching staff to support the learning and progress of pupils with EHCPs or identified SEND needs.
- Deliver planned interventions and adapt materials under the direction of the teacher or SENCo.
- Support pupils 1:1, in small groups, or within the classroom to promote engagement and learning.

***2. Supporting Personal and Social Development***

- Promote pupils' emotional wellbeing and social interaction, helping them develop confidence and independence.
- Foster positive relationships and provide consistent encouragement and reassurance.
- Support pupils in managing behaviour, using de-escalation strategies where appropriate.

### **3. Supporting Inclusion**

- Promote a culture of inclusion where all learners feel valued and supported.
- Implement individualised strategies and resources to remove barriers to learning.
- Assist with personal care, physical needs, or mobility support where required (e.g. toileting, feeding, hoisting – dependent on age and setting).

### **4. Monitoring and Record Keeping**

- Contribute to observations, assessments, and the maintenance of records on pupil progress and behaviour.
- Communicate regularly with class teachers and SENCo about pupil needs, progress, and concerns.
- Support the delivery and review of EHCP outcomes and individual learning plans.

### **5. Safeguarding and Health & Safety**

- Ensure the safety, welfare, and dignity of all pupils at all times.
- Follow school safeguarding, behaviour, and health & safety policies and report any concerns appropriately.
- Maintain confidentiality and professional conduct in line with GDPR and safeguarding expectations.

#### **Support for students:**

- Attend to pupils needs and assist with the development and implementation of Individual education/behaviour/support and mentoring programmes.
- Supervise and support pupils, including those with special needs, ensuring their safety and access to learning.
- Establish constructive relationships with pupils and interact with them according to individual needs.
- Set challenging and demanding expectations for pupils and promote self-esteem and independence.
- Provide feedback to pupils in relation to progress and achievement under the guidance of the teacher.

#### **Supporting the education and company .**

- Ensure pupil feedback is completed and submitted within deadlines.
- Be able to deliver information and documents required to meet compliance, this should be kept up to date at all times.
- Work within associated policies and procedures.

## Growth and Development.

- Linking into events/other provisions where appropriate.
- Undertake CPD where appropriate to develop self and others.

This list of duties should not be regarded as exclusive or exhaustive as the post holder may be required to undertake other reasonably determined duties and responsibilities to support the needs of the business.

## Personal Specification:

The selection process may include assessments being made on the extent to which applicants meet the criteria listed in the table below:

	<b>Essential</b>	<b>Desirable</b>
<b>Skills</b>	<ul style="list-style-type: none"> <li>▪ Ability to work independently.</li> <li>▪ Well organised and disciplined.</li> <li>▪ High levels of attention to details.</li> <li>▪ Strong communication and teamwork skills.</li> <li>▪ To be efficient in the use of Microsoft office products.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Can be creative in interactions with young people to help with engagement.</li> <li>▪ Can drive and has access to a car.</li> </ul>
<b>Experience and Knowledge</b>	<ul style="list-style-type: none"> <li>▪ Working with adults or children with additional needs.</li> <li>▪ 2 years Teaching assistant experience.</li> <li>▪ Experience working with children or young people with SEND; Understanding of the challenges faced by pupils with learning difficulties, autism, ADHD, SEMH, or physical disabilities.</li> <li>▪ Ability to build trusting relationships and support emotional regulation.</li> <li>▪ Past experience of encouraging pupils to interact and work co-operatively with others and engage in learning activities.</li> <li>▪ Commitment to safeguarding, inclusive practice, and equal opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Understanding of GDPR laws</li> <li>▪ Relevant qualification (e.g. Level 2/3 Supporting Teaching &amp; Learning, Childcare, or equivalent).</li> <li>▪ Experience using strategies such as PECS, Makaton, sensory integration, or positive behaviour support.</li> <li>▪ First Aid and/or Team Teach (or similar) training.</li> <li>▪ Knowledge of EHCPs and SEND Code of Practice.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>▪ Vocational Relevant.</li> <li>▪ Relevant qualification (e.g. Level 2/3 Supporting Teaching &amp;</li> </ul>	<ul style="list-style-type: none"> <li>▪ First Aid</li> <li>▪ Safeguarding Children</li> </ul>

	<p>Learning, Childcare, or equivalent).</p> <ul style="list-style-type: none"> <li>▪ GCSE (or equivalent) maths, English.</li> </ul>	
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>▪ To be an inspiring role model</li> <li>▪ Enthusiastic with an ability to motivate learners.</li> <li>▪ Willingness to challenge unsatisfactory performance of learners.</li> <li>▪ Passionate champion of students with SEND.</li> <li>▪ To be able to implement and work within all company policies</li> </ul>	<ul style="list-style-type: none"> <li>▪ Can embrace and deliver change.</li> <li>▪ Is creative and can find solutions.</li> </ul>

### Why join us?

- ☀ Opportunity to shape the future of an **innovative learning environment**.
- ☀ Be part of a **mission-driven team dedicated to student success**.
- ☀ Competitive salary, pension scheme, and professional development opportunities.