



Aspirational • Collaborative • Joyful • Compassionate

Job Description	
Job title	Behaviour Learning Support Assistant (Diverse Needs & Behaviour Support)
Location	St Elizabeth's Centre, SG10 6EW
Responsible to	Class Teacher
Accountable to	Director of Education
About St Elizabeth's	
Based across 60 acres of beautiful countryside in Much Hadham, Hertfordshire, St Elizabeth's is a charity supporting children, young people and adult day clients with epilepsy and other complex medical conditions, the severity of which impacts upon their health, social, behaviour, learning, and emotional development.	
Our values	
The post holder will be expected to operate in line with our workplace values which are: Aspirational – we aim higher. Collaborative – we work together. Joyful – we love what we do. Compassionate – we care.	
Scope of the role	
This is a Behaviour Learning Support Assistant role supporting pupils with diverse learning, communication, and behavioural needs, requiring a consistent, structured and proactive approach. You will provide dedicated 2:1 support, taking a lead role in helping pupils to engage in learning, develop independence, and regulate their emotions and behaviour. Working closely with the Class Teacher and wider multidisciplinary team, you will implement individual support strategies and structured routines, ensuring a safe, positive, and inclusive learning environment. This role builds on the responsibilities of a Learning Support Assistant, with a clear focus on behaviour support, consistency, and specialist intervention, without carrying teaching responsibility. This role involves supporting pupils who may experience challenges with communication, emotional regulation, and behaviour, and requires confidence, resilience and consistency.	

Main duties and responsibilities

Behaviour & Specialist Support

- Provide consistent 2:1 support for pupils with diverse needs and behavioural support requirements.
- Implement and follow individual support plans and risk assessments.
- Use agreed strategies to support emotional regulation and manage behaviour safely.
- Maintain a calm, structured, and predictable environment.
- Support pupils to develop coping strategies and independence.

Learning & Engagement

- Support pupils to access learning activities, adapting approaches to meet individual needs.
- Work alongside the Class Teacher to deliver targeted support and interventions.
- Encourage participation, engagement, and independence.
- Support pupils during transitions throughout the school day.

Care & Wellbeing

- Provide personal care (e.g. toileting, changing) with dignity and respect.
- Support pupils during times of emotional distress or medical need, including seizures.
- Promote wellbeing through positive, supportive interactions.

Inclusion & Enrichment

- Promote inclusion and support all pupils regardless of their needs.
- Accompany pupils on educational visits, community outings, and activities.
- Encourage social interaction and engagement in learning.

Collaboration & Communication

- Build positive, consistent relationships with pupils and colleagues.
- Work as part of a multidisciplinary team.
- Provide feedback and record progress, behaviour, and key observations.
- Contribute to team meetings and reviews of support strategies.

Environment & Resources

- Support the creation of a structured, low-arousal learning environment.
- Prepare and adapt resources to meet sensory and behavioural needs.

Other

St Elizabeth's is committed to safeguarding and promoting the welfare of children, vulnerable adults, and young people. The post holder will take responsibility for safeguarding and promoting the welfare of children, vulnerable adults, and young people within the scope of the role. The successful applicant(s) will be required to undertake an enhanced disclosure through the Disclosure and Barring Service. Some of our positions involve regulated activity relevant to vulnerable children, adults, and young people. It is a criminal offence for people who are barred from working in regulated activity to apply for roles that require them to work unsupervised with that particular group. Our vacancies are exempt from the Rehabilitation of Offenders Act 1974.

We are proud to be recognised as an Investor in People and to hold Disability Confident status. We are an equal opportunities employer welcoming all applications from across the community. Therefore, if you require any reasonable adjustments at recruitment or interview stage, please do not hesitate to contact us as soon as possible.

The duties and responsibilities outlined above do not represent a full list of the tasks the post-holder will be expected to perform. Also, it is recognised that the duties of all posts are subject to change from time to time. Minor alterations to duties, and performance of similar tasks within the scope of, and at the same level as normal work, will be necessary.



INVESTORS IN PEOPLE
We invest in people Standard

Person Specification		
Behaviour Learning Support Assistant (Diverse Needs & Behaviour Support)	Essential	Desirable
Qualifications		
Good literacy and numeracy	✓	
NVQ level 2 or equivalent qualifications/experience	✓	
Other relevant training e.g. Makaton/signing.		✓
Knowledge, Experience & Understanding		
Experience supporting children or young people with: • Diverse learning needs • Autism and/or learning disabilities • Behavioural support needs	✓	
Team player with a caring, supportive attitude	✓	
Willingness to provide personal care	✓	
Understanding of epilepsy and autism	✓	
Experience in an education, care, or charity setting		✓
Ability to manage behaviour in a calm, safe and consistent manner	✓	
Skills & Abilities		
Ability to work constructively as part of a multi-disciplinary team, understand classroom roles and responsibilities and your own position within these.	✓	
Ability to support learning, provide care and support pupils/students including offsite activities.	✓	
Special Circumstances		
Commitment to the work and ethos of St Elizabeth's	✓	
Commitment to equality and diversity, promoting respect and dignity for all	✓	
Commitment to undertake further training and development relevant to the post	✓	
Suitability to work with children, young people & vulnerable adults	✓	

Reasonable adjustments will be considered under the Equality Act 2010.