



POSITION: Learning Support Assistant

ABOUT US

East Hall School is a unique and growing specialist SEMH school based in rural Hertfordshire, with a strong emphasis on the outdoors, relationships, connection and preparation for life beyond school.

As we develop across multiple sites, our priority is to ensure that every part of East Hall School remains rooted in the same shared ethos: creating safe, nurturing and ambitious environments where young people can reconnect with education, build confidence in themselves and others, and develop the skills they need to participate successfully in the world around them.

We are committed to providing an outstanding educational experience alongside highly individualised social and emotional support. Our curriculum is carefully planned, ambitious and responsive to the needs, interests and aspirations of each student. We recognise that academic progress is most meaningful when young people feel safe, understood and ready to learn.

Our approach is relational and child-centred. Emotional wellbeing sits at the heart of East Hall School, and we place great importance on connection — with trusted adults, peers, animals, the natural environment and, importantly, with oneself. We believe that strong relationships create the foundation from which learning, independence and personal growth can develop.

The majority of our students have an Education, Health and Care Plan (EHCP), and many have experienced significant barriers to education, including trauma, disrupted placements and periods of disengagement from school. We understand that successful education for these young people requires more than simply returning them to a classroom.

As East Hall School continues to grow, we remain committed to retaining the individualised, relational approach on which the school was founded. Our multi-site model enables us to broaden the range of opportunities available to students while maintaining the sense of community, consistency and connection that defines East Hall School.

Our aim is not simply for students to succeed at school, but to leave East Hall with the confidence, qualifications, relationships and practical skills they need to build fulfilling and successful lives.



BASIC INFORMATION

JOB TITLE	Learning Support Assistant	DEPARTMENT	Key Stage 4
SUPERVISOR	Headteacher		

Overview of Role:

The Learning Support Assistant will support students to access learning, develop confidence and independence, and engage positively with school life.

The postholder will work with students who may have SEMH needs, SEND, gaps in learning, anxiety, low confidence or previous difficulties accessing education.

The role requires a calm, consistent and relational approach, with a strong focus on helping students to feel safe, understood and able to participate in learning.

As East Hall School continues to grow across multiple sites, the Learning Support Assistant will contribute to maintaining a consistent, nurturing and ambitious approach across the school.

KEY RESPONSIBILITIES:

Supporting Learning

- Support students in lessons to access the curriculum.
- Work with individuals and small groups.
- Adapt support to meet individual learning needs.
- Help students understand tasks, instructions and expectations.
- Reinforce key learning and support consolidation of knowledge.
- Encourage students to develop independence rather than becoming reliant on adult support.
- Support students to organise themselves and manage learning tasks.
- Assist with practical activities and preparation of resources where required.

SEMH and Pastoral Support

- Build positive, consistent and appropriate relationships with students.
- Support students to manage anxiety, dysregulation and barriers to learning.
- Use relational and restorative approaches in line with school expectations.
- Help students return to learning following periods of difficulty.
- Support students to develop emotional regulation, resilience and confidence.
- Recognise when a student may require additional pastoral support and communicate concerns appropriately.

Individualised Support

- Understand students' EHCP outcomes, support plans and individual needs.
- Implement agreed strategies and reasonable adjustments.
- Support individual targets relating to learning, communication, independence and emotional development.
- Work collaboratively with teachers, the SENCo and pastoral staff.
- Provide feedback on student engagement, progress and emerging needs.
- Support transition between activities, lessons and school environments where required.

Behaviour and Positive Relationships

- Maintain clear, consistent and appropriate expectations.
- Support students to make positive choices.
- Follow the school's behaviour and relational policies.
- Use de-escalation strategies appropriately.
- Support restorative conversations where required.
- Follow individual behaviour and risk-management plans.
- Support positive handling procedures only where appropriately trained and authorised.

Safeguarding

- Maintain a strong commitment to safeguarding and student welfare.
- Remain alert to signs of concern.
- Report safeguarding concerns immediately through school procedures.
- Maintain appropriate professional boundaries.
- Understand the increased vulnerability of students with SEND and SEMH.
- Complete required safeguarding training.

Supporting Teaching Staff

- Work closely with teachers to support effective lesson delivery.
- Provide feedback on student engagement and understanding.
- Assist with preparation and organisation of resources.
- Support assessment activities where appropriate.
- Help maintain calm, purposeful learning environments.
- Follow teacher guidance while using professional judgement appropriately.

Supporting Independence and Preparation for Adulthood

- Encourage students to take increasing responsibility for their own learning.
- Support development of communication and social skills.
- Promote independence in organisation and decision-making.
- Support practical life skills where appropriate.
- Help students develop confidence in new or unfamiliar situations.
- Encourage participation in enrichment, work experience, trips and wider school activities.

Trips and Off-Site Activities

- Support students on educational visits and off-site activities.
- Follow risk assessments and staff instructions.
- Maintain appropriate supervision.

- Support students to access activities safely and successfully.
- Promote independence and positive participation.

Recording and Communication

- Contribute relevant information to student records where required.
- Report concerns, incidents and progress to appropriate staff.
- Maintain confidentiality.
- Communicate professionally with colleagues.
- Support information sharing between teaching and pastoral teams.

Professional Development

- Participate in relevant training and CPD.
- Develop understanding of SEMH, SEND and relational practice.
- Engage with feedback and supervision.
- Contribute positively to team meetings and school development.
- Maintain professional standards and conduct.

East Hall School is totally committed to safeguarding the welfare of children and young people and expects the same from its employees. All new staff will be subject to enhanced pre-employment clearance, including identity checks, criminal background checks, qualifications checks, social media checks and employment checks to include an exploration of any gaps in employment.