Wymondley JMI School
Job Title: 1:1 Learning Support Assistant - Pay grade – H2

Job Description

Purpose of the role: To work with the class teaching team and to take responsibility for supporting the academic teaching and the social, emotional, sensory and communication development of an identified pupil. This support will take place in the classroom, the outside area, the communal teaching areas or the Garden Room as appropriate for the child. The role will include delivering a personalised learning programme for the child as identified by specialist agencies and the school.

Responsibilities

- Implement planned learning activities/teaching programmes as agreed with the teacher, adjusting activities according to pupil's responses as appropriate
- Participate in planning and evaluation of learning activities with the teacher, providing feedback to the teacher on pupil progress and behaviour
- Support the teacher in monitoring, assessing and recording pupil progress/activities
- Provide feedback to the pupil in relation to attainment and progress under the guidance of the teacher
- Support learning by arranging/providing resources for lessons/activities under the direction of the teacher
- Support the pupil in their social and emotional well-being, reporting problems to the teacher as appropriate
- Support the pupil in relation to their sensory needs.
- Share information about the pupil with other staff, parents, internal and external agencies, as appropriate
- Understand and support independent learning and inclusion as appropriate and as required.
- Work with pupil to deliver specialist provision as stated in specialist agency reports
- Attend to personal needs including toileting, hygiene, dressing and eating, as well as help with social, welfare and health matters, reporting problems to the teacher as appropriate. Physically assist the pupil in activities if and when needed.

This role may also include some or all of the following:

- Administering medication in accordance with an agreed plan under direction of healthcare practitioner and following appropriate training
- Updating pupil records
- Assisting with break-time supervision including facilitating games and activities
- Assisting with escorting pupils on educational visits
- Supporting pupils in using basic ICT
- Undertaking moving and handling activities as required.

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the DBS as part of Hertfordshire County Council's pre-employment checks. Please note that additional information referring to the Disclosure and barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information. This role will be reviewed annually as part of the PM process. The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time be necessary.