



Bengeo Primary School

Job Description

JOB TITLE: Learning Support Assistant
REPORTS TO: Class teacher/SENCo
Pay grade: H2

Purpose of the role: To support the education of a pupil who needs particular help to overcome barriers to learning

Responsibilities:

- Work with an individual or a small group of pupils in the classroom under the direct supervision of teaching staff and provide feedback to the teacher
- Support pupil to understand instructions to support independent learning and inclusion
- Support the teacher in behaviour management and keeping pupil on task
- Support pupil in social and emotional well-being, reporting problems to the teacher as appropriate
- Provide feedback to 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
- Attend to pupil's personal needs, including social, health, hygiene, first-aid and welfare matters.
- Assist with the planning and delivery of individual education plans (or other pupil-specific plans).
- Monitor and evaluate pupil's progress and maintain pupil records.
- Use specialist knowledge or experience to support pupil's learning.
- Liaise with parents, carers and external professional staff in order to promote the learning objectives for the pupil
- Use initiative to develop and implement actions that will promote the integration of the pupil with his/her peers.

LSAs in this role may also undertake some or all of the following:

- Record basic pupil data
- Support children's learning through play
- Assist with break-time and lunch-time supervision including facilitating games and activities
- Assist with escorting pupils on educational visits
- Assist pupils with eating, dressing and hygiene, as required, whilst encouraging independence

Job Context

The school welcomes staff of a high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

Bengeo Primary School has rigorous Safeguarding Children Procedures and is committed to the welfare of children. All staff are expected to share this commitment.

Job Entitlements

Access to training and staff development according to personal development needs and the needs of the school.
Annual Performance Appraisal and reviews

Review of duties

The specific duties attached to any individual are subject to annual review and may, after discussion with the member of staff, be changed.

Grievance and Disciplinary Procedures

Any grievance or disciplinary procedures will be dealt with under the model adopted by the governing body of the school.

Equalities

Be aware of and support difference and ensure that the school's equalities and diversity policies are followed.

Health and safety

Be aware of and comply with policies and procedures relating to child protection; health and safety; confidentiality; and data protection and report all concerns to an appropriate person.

Bengeo School is committed to safeguarding children and young people.

All postholders are subject to a satisfactory enhanced DBS (Disclosure & Barring Service).