

<b>Role Title</b>	<b>Learning Support Assistant</b>
<b>Grade</b>	<b>3 (pt. 5 to 9)</b>
<b>Hours per week</b>	<b>31.75</b>
<b>Hours to be worked</b>	<b>195 days per year (190 with pupils plus 5 inset days)</b>
<b>School</b>	<b>Princes Primary School</b>
<b>Main purpose of the role</b>	
To work with teachers as part of a professional team to support teaching and learning for SEN pupils. Providing specialist assistance to pupils who need particular help to overcome barriers to learning, such as those with moderate, severe, profound and multiple learning difficulties and/or behavioural, social, communication, sensory or physical disabilities. To support other staff under the direction, guidance and direct supervision of the classroom teacher.	
<b>Core responsibilities and tasks</b>	
<p><b>Key duties:</b></p> <ol style="list-style-type: none"> <li>1. Implement planned learning activities/teaching programmes as agreed with the teacher, adjusting activities according to pupils' responses as appropriate</li> <li>2. Work with pupils on therapy or care programmes, designed and supervised by a therapist/care professional</li> <li>3. Participate in planning and evaluation of learning activities with the teacher, providing feedback to the teacher on pupil progress and behaviour</li> <li>4. Support the teacher in monitoring, assessing and recording pupil progress/activities</li> <li>5. Provide feedback to pupils in relation to attainment and progress under the guidance of the teacher</li> <li>6. Support learning by arranging/providing resources for lessons/activities under the direction of the teacher</li> <li>7. Share information about pupils with other staff, parents / carers, internal and external agencies, as appropriate</li> <li>8. Attend to pupils' 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</li> <li>9. Understand and support independent learning and inclusion of all pupils if required.</li> </ol> <p><b>Teaching Assistants at this level may also undertake any or all of the following:</b></p> <ol style="list-style-type: none"> <li>1. Administer medication in accordance with an agreed plan under direction of healthcare practitioner and following appropriate training</li> <li>2. Assist in the development of individual development plans for pupils (such as Individual educational plans)</li> <li>3. Support the work of volunteers and other teaching assistants in the classroom</li> <li>4. Support the use of ICT in the curriculum</li> <li>5. Invigilate exams and tests</li> <li>6. Assist in escorting and supervising pupils on educational visits and out of school activities</li> <li>7. Select, prepare and clear away classroom materials and learning areas ensuring they are available for use, including developing and presenting displays</li> <li>8. Support children's learning through play</li> <li>9. Support pupils in developing and implementing their own personal and social development</li> <li>10. Monitor and manage stock and supplies for the classroom.</li> </ol>	
<b>Knowledge, skills and experience</b>	
<ul style="list-style-type: none"> <li>• Completed a common core programme of induction for working with children</li> <li>• Working in accordance with relevant occupational standards, knowledge /skills and the agreed local competency framework.</li> <li>• Knowledge and compliance with policies and procedures relevant to child protection and health and safety.</li> </ul>	

