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| **Post title:** | Learning Support Advisor |
| **Salary and Conditions:** | Grade C+ |
| **Responsible to:** | Assistant Vice Principal Learning & Support |

**Job Description**

**Core Priority**

***Improve learning and teaching to increase student outcomes***

**Specific areas of responsibility for this post:**

1. Uphold and contribute to the Catholic ethos of the academy
2. Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
3. Have high expectations of self, colleagues and students; model this in all of your dialogue and actions
4. Work with individuals and groups of student(s) to provide in-class support and targeted intervention as directed by Assistant Vice Principal Learning and Support and classroom teachers
5. Develop a positive relationship with the student(s) to ensure that they develop academically and socially
6. Encourage the student(s) to improve their self-esteem, make appropriate choices and accept responsibility
7. Take an active part in action planning, target setting and monitoring the student’s progress, alongside the classroom teacher
8. Assist in the identification of targeted students in order to raise student progress
9. Promote an inclusive ethos within the academy.
10. Act as a link between the academy and parents to aid the raising of all student progress
11. Liaise with appropriate staff and/or other professionals regarding key students alongside the Assistant Vice Principal / Associate Assistant Vice Principal Learning and Support, Directors of Progress or Lead Learning Advisors
12. Work in partnership with other LSA’s to establish good practice
13. Ensure good communication with all staff on an individual or whole academy level
14. Provide extra-curricular and holiday intervention to targeted students to ensure they meet their curricular targets and improve literacy skills

To undertake any other duty as reasonably directed by the Headteacher not outlined in the above, commensurate with the grading of the position.