

Role Profile – Learning Support Assistant

Pay Range – £15,807 - £16,781 per annum, dependent on experience

Working Hours – Full time and part time opportunities available

Reports to – Vice Principal – Behaviour & Safety

Purpose of Role

All our Learning Support Assistants will report to our Vice Principal – Behaviour & Safety who will work with classroom teachers to deliver support for individual students and small groups. The students will have a range of support needs. Some will need occasional guidance to catch up in specific areas where they are struggling while others will be on specific Education & Health Care Plans (formerly SEN statements).

You'll need energy, commitment, compassion and empathy and the ability to keep students focused and on task. You'll be confident explaining Maths and English tasks up to GCSE level to students who find these subjects difficult and knowledge of some of our specialist Science and Engineering subject areas will be a distinct advantage. All posts are subject to references, identity checks and enhanced Disclosure & Barring Service checks.

As a Learning Support Assistant you would support teachers and help students with their educational and social development, both in and out of the classroom.

Key Contacts and Relationships

- Working one-to-one or with small groups of students: you will be required to work within classrooms or workshops to support individual students or small groups with their work to enable students to access the curriculum and make progress.
- Supporting students with learning difficulties or disabilities: you will be required to work with individual students who have an EHC (Education health care plan, previously a statement of SEN). This may be within the classroom, in small group settings or one to one.
- Supporting students with English as an additional language (EAL): you may be asked to support EAL students in the classroom or in small group work.
- Preparing the classroom for lessons: you may be asked to prepare resources and materials for lessons and help prepare teaching areas before and after lessons.
- Helping on school outings or at school events: you may be asked to help on visits planned by the UTC or to help with activities such as PE and enrichment that may be delivered off-site. You may be asked to help prepare the UTC for events such as opening evenings and parent's consultation.

Decision Making

- Liaising with the EWO, attending relevant meetings, advising Line Manager and tracking individual progress
- Working with other colleagues
- Offering individual student support and supporting appropriate internal sanctions
- Ensuring appropriate record-keeping and strategic analysis

Working Environment

Office based work together with a requirement to access all areas of the College as and when Required.

Responsibilities for All UTC Staff

- Inspiring the next generation of Scientists, Technologists and Engineers (including in nontechnical subject areas that will provide breadth and depth of understanding).
- Taking responsibility for the academic and technical progress of all students.
- Facilitate wider learning in a manner that embodies the aims, culture and values of the UTC.
- Enable the delivery of lessons that allows students to succeed in public examinations and developing skills and knowledge that will enable them to fulfil their future goals.
- Contributing in an imaginative and responsive manner to the UTC enrichment programme.
- Contributing to the development of the UTC's values-driven character development programme through both tutoring and teaching responsibilities.