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| **Job Title** | Learning Support Assistant |
| **Responsible to** | Inclusion Leader /Head teacher |
| **Job Purpose** | To support children with EHCP plans and a range of learning needs in a mainstream setting  To work under the instruction/ guidance of teachers and senior staff to undertake work and support programmes to enable access for learning and social interaction for pupils. Support for pupils will be carried out in the main classroom and /or in specific teaching areas in small groups or 1:1 |

**Job Duties and Responsibilities**

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| **Support for Pupils** |
| * Supervise and provide particular support for pupils , including those with special educational needs, ensuring their safety and access to learning activities * Assist with the development, implementation and target setting for individual’s SEN Support plan (IEP) /Behaviour plans * Establish constructive relationships with pupils and staff * Promote the inclusion of all pupils * Set challenging and demanding expectations and promote independence and raise self esteem * Provide effective feedback to staff and pupil as appropriate * To attend sessions with outside professional agencies ( eg SALT/OT/Physio etc ) and carry out any advice or guidance given in conjunction with the class teacher when appropriate |
| **Support for Teachers** |
| * Create and maintain a purposeful, orderly and supportive environment * Work to the lesson plans or guidance as directed by the class teacher( CT) * In liaison with CT use effective strategies to support children to achieve their individual targets * Monitor pupil’s responses to learning activities and record achievement/progress as directed by the CT * Provide feedback to CT on pupils progress, achievement, problems etc * Promote good pupil behaviour dealing promptly with any conflict or incident in line with the school’s behaviour policy * Establish positive relationships with parents/carers |
| **Support for the Curriculum** |
| * Undertake structured and agreed learning activities/teaching programmes , adjusting activities where necessary according to pupils needs in collaboration with the CT * Prepare, maintain and use equipment/resources required to meet the lessons plans/relevant learning activity and assist pupils in their use * Support the pupils learning through the use of IT when appropriate |
| **Support for the School** |
| * Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all incidents to the appropriate person * Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop * Contribute to the overall ethos of the school * Appreciate and support the roles of other professionals * To attend and participate in relevant meetings as required * To participate in training as required * To accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher * To have an up to date Enhanced DBS |