**Higher Level Learning Support Practitioner**

**Job Description**

We are looking for a Higher Level LSP to take a management role for our LSPs (across Reception – Y5). The Higher Level LSP will have an active role alongside our teachers in shaping the learning journeys of our children, being class based each morning. You will be a confident, experienced practitioner who is able to organise and manage interventions for groups / individuals. You will have excellent communication skills, a willingness to learn and the desire to contribute to the development of our high performing team. You will be fully committed to establishing and maintaining high levels of confidentiality at all times.

**Start Date:** September 2019

**Salary Scale:** £18,795 - £20,344 FTE (Full Time Equivalent)

**Hours of work:** Salary based on32.5 hours per week (39 weeks per year plus 5 holiday weeks)

**Job Description**

To complement the work of teachers by taking responsibility for agreed learning activities. Monitoring and assessing, recording and reporting on pupils’ achievement, progress and development. Planning, preparing and delivering learning activities for individuals/groups or short-term for whole classes.

For our pupils:

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| * Assess the needs of children and use detailed knowledge and specialist skills to support children’s learning. |
| * Supervision of children while carrying out pre-prepared work and work that has been set by a teacher. |
| * Establish productive working relationships with children, acting as a role-model and setting high expectations. |
| * Promote the inclusion and acceptance of all children within the classroom. |
| * Support children consistently while recognising and responding to their individual needs. |
| * Encourage children to interact and work cooperatively with others and engage all children in activities. |
| * Promote independence and employ strategies to recognise and reward achievement of self-reliance. |
| * Provide feedback to children in relation to progress and achievement in line with school policy. |

For our teachers:

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| * Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate and adjust lessons/work plans as appropriate. |
| * Organise and manage appropriate learning environment and resources. |
| * Monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring activities against pre-determined success criteria. |
| * Provide objective and accurate feedback and reports as required on pupil achievement, progress and other matters ensuring the availability of appropriate evidence related to our curriculum objectives. |
| * Record progress and achievement in lessons/activities systematically and provide evidence of range and level of progress and attainment based on an understanding of age-related expectations for children in R-Y2. |
| * Work within our school discipline policy and procedures to anticipate and manage behaviour constructively, promoting our values, Building Learning Power, self-control and independence. |
| * Supporting the role of parents in children's learning and contribute to/lead meetings with parents to provide constructive feedback on pupil progress/achievement etc |
| * Administer and assess/mark tests / assessments. |
| * Production of lesson plans etc as agreed with the teacher. |

For our curriculum:

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| * Deliver creative learning activities to children within agreed system of supervision, adjusting activities according to pupil responses/needs. |
| * Deliver local and national learning strategies e.g. literacy, numeracy, most able, and make effective use of opportunities provided by other learning activities to support the development of children' skills. |
| * Use ICT effectively to support learning activities and develop children's competence and independence in its use. |
| * Select and prepare resources necessary to lead active learning activities, taking account of children' interests, language and cultural backgrounds |

For our school:

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| * Comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person. |
| * Be aware of and support difference and ensure all children have equal opportunities / access to opportunities to learn and develop. |
| * Contribute to the overall ethos/work/aims of the school. |
| * Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of children. |
| * Take the initiative as appropriate to develop appropriate multi-agency approaches to supporting children. |
| * Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others. |
| * Deliver out-of-school learning activities with guidelines established by the school. |
| * Contribute to the identification and execution of appropriate out-of-school learning activities which consolidate and extend work carried out in class. |

Leadership and Management of other LSPs:

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| * Supervise other LSPs including allocation and monitoring of work and training. (Play a key role in support, supervision and development of other LSPs) |
| * Hold regular team meetings with LSPs |
| * Undertake recruitment/induction/training/mentoring for other LSPs * Undertake performance management for LSPs with support from SLT member |