**IJOB DESCRIPTION**

**Learning Support Assistant**

**(Specific Purpose Contract)**

**Scale 2**

**Salary: £12,692-£12,719 per annum term time only**

**Responsible to**: Inclusion Leader and Class Teacher

**Hours:** 30 hours 8.20 a.m. – 3.20 p.m.

**Purpose of Role:** To support a named child in KS1 to enable access to learning within the classroom. To differentiate activities and deliver a personalised curriculum.

**Main duties and responsibilities:**

* Supervise and support the named child ensuring their safety and access to learning.
* Assist with the development and implementation of an individual personalised curriculum.
* To undertake work and review targets set out in the child’s IEP in line with their ECHP.
* Establish constructive and professional relationships with the named child and his carers, act as a role model, and interact with them according to individual needs.
* Promote the inclusion and acceptance of the child.
* Encourage the named child to interact with others and engage in activities led by the teacher.
* Set challenging and demanding expectations and promote self-esteem and independence.
* Provide feedback to pupils in relation to progress and achievement under guidance of the teacher.

**Collaboration:**

* To work alongside other professionals such as Speech and Language Therapist, Occupational Therapist and Educational Psychologist.
* To provide timely and relevant information to parents/carers and be responsive to information from home.
* To actively seek and listen to the views of the child about every aspect related to school life.
* To undertake any duties or training as required.
* To promote the school’s commitment to safeguarding by following all procedures and guidance.
* To demonstrate professionalism in all aspects and understand the importance of confidentiality.

The post holder will be expected to undertake such other tasks that are commensurate with the general level of responsibility and scope of the post, as may be decided by the Headteacher, Inclusion Leader or Governing Body in the context of the school’s changing needs.

Closing date: 28/9/17 Interview date: 2/10/17

Successful candidates will be asked complete a 1:1 task during the course of the interview. More information will be given when shorted.

**PERSON SPECIFICATION**

**Qualifications / experience:**

* Experience of working with children with additional needs, including Special Educational Needs and English as an Additional Language
* Training in relevant learning strategies to support children with additional needs
* Teaching Assistant NVQ qualification or equivalent is desirable
* Excellent literacy and numeracy skills, demonstrated by appropriate qualifications or other evidence

**Knowledge and understanding:**

* Some knowledge of the Foundation Stage Curriculum and National Curriculum
* An understanding of the need to respect and promote equality of opportunity for children from a range of backgrounds and with a range of needs

**Skills and abilities:**

* Ability to work as part of a team in a collaborative and positive manner
* Positive approach to behaviour management and willingness to follow advice
* Able to offer constructive feedback and build self-esteem and resilience
* Ability to write reports that are factual and grammatically accurate
* Able to use IT effectively to support learning
* Ability to use initiative

**Personal qualities:**

* Empathetic and caring
* Passionate about children and child development
* Committed and reliable
* Willing and flexible attitude towards supporting others
* Energetic
* Lead by example