



**ROSEMEAD
PREPARATORY
SCHOOL & NURSERY**
DULWICH

LEARNING SUPPORT ASSISTANT (LSA)

At

ROSEMEAD SCHOOL

JOB DESCRIPTION & PERSON SPECIFICATION

Applications Close: 0900 Thursday 14 May 2026

Interviews: week commencing Monday 18 May 2026

Start Date: September 2026

Employment Type: Permanent, Full-time – Term Time Only

Salary : S1 £22,977- £27,361 (FTE £28,860 - £34,367) per annum

LEARNING SUPPORT ASSISTANT

REQUIREMENTS OF THE ROLE

Responsible to: Deputy SENDCO

The Learning Support Assistant (LSA) provides practical, day-to-day support for pupils aged 3-11 with special educational needs, disabilities, or individual learning requirements. Working under the direction of the Deputy Head Enrichment and Deputy SENDCO the LSA helps implement inclusive classroom practices and targeted interventions to help pupils become confident and independent learners.

LEARNING SUPPORT ASSISTANT

JOB DESCRIPTION

Pupil Support and Interventions

- Deliver small-group interventions as directed by the Enrichment department.
- Support children in the classroom as directed by class teacher.
- Help pupils access the curriculum by providing practical strategies for dyslexia, ADHD, ASD, and communication needs.
- Support the pastoral wellbeing of pupils, focusing on building their resilience and self-esteem.
- Assist in the implementation of "Reasonable Adjustments" for pupils during classroom activities and assessments.
- Ensure pupils can access all learning experiences inside and outside the classroom, providing modified materials like visual prompt cards, games, and worksheets.

Monitoring and Record Keeping

- Observe pupils in the classroom to assist in the early identification of learning needs.
- Help maintain accurate and confidential records of pupil progress and the impact of specific interventions.
- Provide feedback to teachers and the Deputy SENDCO to assist in the "Assess, Plan, Do, Review" cycle.
- Contribute information for Personal Education Plans (PEPs) and termly progress reviews.
- Keep evidence of observational notes and follow-up actions when observing suspected SEND needs.
- Maintain secure knowledge of all pupils on the SEND Register.

Collaboration and Professionalism

- Work closely with class teachers to ensure differentiated plans are carried out effectively in the classroom.
- Support the transition of pupils between year groups or into new school settings.
- Attend relevant INSET training and professional development sessions related to SEND and inclusive practice.
- Support and participate in school events, including admissions assessments, Open Days, and Welcome Evenings.
- Liaise with the Deputy Head Pastoral when necessary to support a pupil's emotional wellbeing.
- Be aware of the SEND Development Plan and contribute to relevant actions.
- Any other reasonable tasks as directed by the Deputy SENDCO and SLT.

LEARNING SUPPORT ASSISTANT

PERSON SPECIFICATION

| THE FOLLOWING EXPERIENCE AND SKILLS ARE ESSENTIAL/DESIRABLE | ESSENTIAL | DESIRABLE |
|--|-----------|-----------|
| Strong literacy and numeracy skills (GCSE Grade C/4 or equivalent) | X | |
| Level 2 or 3 Teaching Assistant qualification | | X |
| Experience working with children in a school or nursery setting | X | |
| Experience supporting pupils with dyslexia, ASD, or SEMH needs | | X |
| Basic understanding of inclusive practice and SEND support | X | |
| Familiarity with the SEND Code of Practice (2015) | | X |
| Excellent interpersonal skills and a patient, empathetic approach | X | |
| Absolute commitment to safeguarding and child protection | X | |
| Strong organisational and record-keeping abilities | | X |
| Willingness to work flexibly as part of a wider team | | X |



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