



## Learning Support Assistant (Fresh Start)

Salary / grade range	SCP 7 - 17, Level 3 £19,201 - £22,840
Location	Co-op Academy Grange
Reports to	Curriculum Leader - Fresh Start

### Purpose of role:

To plan, prepare and deliver lessons for intervention group of students taking part in a phonics literacy programme. To contribute to the overall effectiveness for the phonics programme in the school.

### Key accountabilities (and specific duties / responsibilities):

- To plan and prepare appropriate lessons for small intervention groups
- Be an excellent role model to help raise students' aspirations
- Provide specialist support for students who may be New to English, EAL, SEND, disadvantaged and/or reading at a level below their chronological age

### Additional duties:

- To be a good role model for students and staff, including modelling Standard English speech and writing
- To work with all staff across the campus to promote an inclusive environment for all.

### General:

- Contribute to Academy life and the overall vision, values and guiding principles of the Academy
- Attend and participate in training events and participation in project teams
- Attend, lead and participate regular meetings
- Comply with policies and procedures relating to child protection, safeguarding, health and safety, security and confidentiality and reporting any concerns
- To carry out any other reasonable requests as and when required



- Contacts will be internal at all levels, parents/carers, Trustees, Governors, community groups, Health, Social Services, Local Education Authority, contractors and external agencies

## Personal attributes required (based on job description):

Attributes	All attributes are essential, unless indicated below as 'desirable'	How measured, e.g. application form (A), interview (I) test (T)
<p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Minimum GCSE and A Level English / GCSE Maths or equivalent e.g., Adult Literacy at Level 2 or 3</li> <li>• Ruth Miskin or other phonics training</li> <li>• Teaching, youth-work or social work qualifications or experience</li> <li>• TEFL/ESOL qualifications or experience for teaching English as a foreign language</li> </ul>	<p></p> <p>D</p> <p>D</p> <p>D</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Secondary or primary school experience</li> <li>• Experience of learning support for students who are reading below their age related to expected level</li> <li>• Recent relevant experience of working with young people</li> <li>• Experience of planning and leading small group phonics interventions</li> </ul>	<p></p> <p>D</p> <p>D</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>
<p><b>Skills, Ability, Knowledge</b></p> <ul style="list-style-type: none"> <li>• Understanding of how children learn, and the barriers that can stop their learning</li> <li>• Understand of issues relating to families and children who are new to the UK, EAL, SEDND</li> </ul>	<p></p>	<p>A/I</p> <p>A/I</p>



<p>and disadvantaged</p> <ul style="list-style-type: none"> <li>• Provide a safe, calm and well-ordered environment for all students and staff, focused on safeguarding and promoting the welfare of children and young people and developing their behaviour in school and in the wider society</li> <li>• Awareness of relevant policies/codes of practice and legislation</li> <li>• Safeguarding of children, with an understanding of Keeping Children Safe in Education</li> <li>• Working knowledge of national curriculum and other relevant learning programmes</li> <li>• Ability to contribute to extra-curricular activities</li> </ul>	<p>D</p> <p>D</p> <p>D</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>
<p><b>Personal Qualities</b></p> <ul style="list-style-type: none"> <li>• Positive, warm and approachable</li> <li>• Ability to prioritise conflicting demands and remain calm and firm under pressure</li> <li>• Good co-operative, interpersonal and listening skills</li> <li>• Ability to work proactively and independently and as part of a team</li> <li>• Commitment to tackling prejudice towards new communities</li> <li>• Willingness to undertake training/complete qualifications relevant to the role</li> </ul>		<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>

Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check.

All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.

Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.