

## Vacancy Advert - Learning Support Assistant (LSA)

Job Title: **Learning Support Assistant (LSA)**  
Salary: Competitive salary offered based on skills and experience  
Contracts : Permanent  
Hours: Full Time  
Start Date: November 2019

***We are seeking to appoint a creative and inspirational LSA who is ready for the next stage in their career.***

- **Are you an experienced SEND practitioner?**
- **Are you ready to join a skilled and enthusiastic LSA team?**
- **Do your high expectations of learning inspire and motivate students and staff?**

**The successful candidate will be:**

- An outstanding LSA seeking to achieve professional development
- An excellent communicator with students, parents/carers and staff
- Committed to developing 21st-century learning skills and qualities for every child
- Excited by the opportunities presented by different learning methodologies and new technologies
- Someone with experience of running interventions and small group withdrawal with Years 7 and 8
- Committed to safeguarding and relates well to children and adults
- Have strong literacy and numeracy skills

**About Wapping High School:**

- Inclusive multicultural 11 – 16 Free School located in East London
- Innovative digital and flexible 21st-century learning environment
- Small school with only 84 students in each year group
- All Year 7, 8 and 9 pupils have their own Chromebook devices
- We offer a range of GCSE subjects
- An exciting curriculum including REAL projects and STEAM in Key Stage 3 where pupils develop their knowledge of Humanities and scientific skills through projects that incorporate engineering, technology, coding and other digital skills
- We actively engage with the wider community through trips, visits and projects.

**We offer:**

- Competitive salaries based on experience and skills
- The chance to learn from the best practitioners in this country and around the world to develop new approaches in learning
- Outstanding CPD opportunities
- A supportive environment where staff are valued as an integral part of the Wapping High family

Visits to the school are warmly welcome as are informal discussions with our Head, Mr Gary Nelson or Assistant Head and Assistant Head / Leader of SENCo, Mr Will Overil. Please contact the school on 020 3597 3670 or via email at [headspa@wappinghiq.org](mailto:headspa@wappinghiq.org) if you wish to arrange either of these.

The closing date for applications is Monday 11th November 2019 at 16:00

**Shortlisting will be shortly after closing date with interviews commencing week beginning Monday 11th November 2019 or sooner depending on the amount of applicants for the role. We may alter the closing date if we are receiving a high amount of applicants before the closing date mentioned above.**

Wapping High is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful candidates will be required to undertake a criminal DBS check.

**(Continue to Job Description below)**

## **Job Description –Learning Support Assistant (LSA)**

### **About the role**

Job Title:	<b>Learning Support Assistant (LSA)</b>
Salary :	Competitive salary offered based on skills and experience
Hours of Work:	Permanent, Full Time
Accountable to:	Assistant Headteacher & SenCo, Will Overill

### **Job Purpose**

- To provide support for pupils, the teachers and the school in order to raise standards of achievement for all pupils (e.g. SEND, EAL, GT and all underachieving groups), by utilising advanced levels of knowledge and skills when assisting with planning, monitoring, assessing and managing classes.
- Encourage pupils to become independent learners, to provide support for their welfare.
- Support the inclusion of pupils in all aspects of school life.
- Under an agreed system of supervision: take a lead role within the school to address the needs of SEND students, managing targeted support and intervention to overcome barriers to learning.
- Support the work of the SEND department in reviewing the impact of support, monitoring of students' work, and training.
- To ensure the high-quality provision and effective support for teaching and learning throughout the curriculum.

### **Areas of Accountability**

- To act as a champion for all aspects of learning and a positive role model for all students.
- To promote all aspects of the school ethos, inspiring and motivating students and being an active member of the school community.
- To provide support for the vision for the school in order to maintain its success and ensure the highest quality of education for all its students.
- To be responsible for supporting EHC and SEND students' access to the curriculum and to intervene as required, working with the class teacher and SENCo.

### **Specific duties and responsibilities:**

The duties outlined in this job description are in addition to those covered by the latest School Teachers Pay and Conditions Document and subject to any amendments due to government legislation.

### Additional Duties

- Supervise whole classes occasionally during the short-term absence of teachers.
- Work within and encourage the school's Equal Opportunity policy and contribute to diversity policies and programmes in relation to discriminatory behaviour.
- Promote the safeguarding of children.
- Carry out the duties and responsibilities of the post, in accordance with the School's policies and Handbook, and the requirements of relevant guidance and legislation.
- Use information technology systems as required to carry out the duties of the post in the most efficient and effective manner.
- Participate in the School's annual review, performance and appraisal cycle which runs in line with the academic year.
- Any other duties required by the class teacher, Assistant Headteachers, or the Headteacher, which are within the scope of this post.

### Equal Opportunities

To ensure, that the spirit of the School policy is implemented.  
This job description is reviewed on an annual basis.

### Person Specification – LSA

Area	Description	Essential (E) or Desirable (D)
<b>Education and Experience</b>	Hold relevant qualifications.	E
	Experience in supporting Business and Vocational Learning	D
	Training in relevant learning strategies e.g. literacy.	D
	A minimum of two years' experience of working with children (either paid or unpaid capacity) preferably in an education setting.	E
	Evidence of specialism in specific curriculum areas or areas of particular learning difficulty.	D
<b>Knowledge and understanding</b>	Demonstrate high levels of competency in literacy and numeracy.	E
	Understanding of behaviour management strategies.	E
	Understanding of First Aid procedures.	D
<b>Skills</b>	Effective oral and written communication skills.	E
	Excellent interpersonal skills both in working relationship with young pupils and in forming effective professional relationships with a wide range of contacts.	E

	Good organisational and time management skills.	E
	Sound IT skills to support learning and maintain electronic information systems.	D
<b>Abilities</b>	Organise, support and motivate a team	E
	Form and maintain appropriate professional relationships and boundaries with children and young people.	E
	Supervise pupils effectively both in and out of school in line with the school's behaviour policy	E
	Organise the classroom activities e.g. preparing and setting out resources and implementing strategies for T&L	E
	Deal with sensitive information in a confidential manner.	E
	Help children and young people to transfer their learning to other parts of their lives.	E
	Act as a good role model to young pupils.	E
	Work in partnership with parents and teachers.	E
	Use own initiative and work flexibly.	E
<b>Health</b>	A good attendance record	E
	Evidence of the stamina required to cope with the demands of the post	E

## Application Process

Wapping High School is committed to the protection and safety of its students and to promoting their welfare. To that end identity, enhanced DBS and medical checks will be required from the successful applicant. The school is also an employer committed to equal opportunities and welcomes applications regardless of age, gender or ethnicity.

### Your written application

We hope that after reading the information pack you will want to apply for the post advertised.

If you wish to proceed, please return the completed application form together with a supporting statement, addressing the Person Specification. Please complete and return the enclosed disclosure and equal opportunities monitoring forms.

Please apply by sending your CV and covering letter include 2 work references one of which must be your most recent or present job to [headspa@wappinghigh.org](mailto:headspa@wappinghigh.org) quoting full job title.

### Timetable

If you would like to visit the school please contact the school [enquiries@wappinghigh.org](mailto:enquiries@wappinghigh.org)

The closing date for applications is Monday 11th November 2019 at 16:00.

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