JOB PROFILE			
Job Title:	Learning Assistant	**School/Department:**	Temple Learning Academy
Salary Grade:	**FTE**: £21,189 - £21,968 **Actual:** £17,880 - £18,537	**Working Hours:**	37 hours per week Monday – Friday (8:00am -4:20pm)
Contract Type:	Permanent, Term Time only + 2 Training Days	**Location:**	Leeds
Responsible to: Deputy Principal			

Role summary:

Do you share our belief that all children should be supported to achieve their full potential? Do you feel that all children should have equal access to their curriculum? Are you motivated by working as a team in an all-through academy? We are looking for an enthusiastic Learning Assistant to join our dedicated team at Temple Learning Academy.

Red Kite Learning Trust is committed to safeguarding and promoting the welfare of students and expects all colleagues and volunteers to share this commitment.

Special conditions of service:

No smoking policy, including e-cigarettes.

Role specific responsibilities:

- To work under the guidance of teachers and the Leadership Team to support the highest quality teaching and learning that meets the needs of all children and contributes to the achievement of the Academy's vision and aims
- To work in classrooms alongside teachers supporting the learning of children, including those with SEND, through taking responsibility for the preparation, adaptation and delivery of agreed learning activities.
- Be responsible for monitoring and assessing, recording and reporting on children's' learning, progress and development.
- To liaise with teachers to communicate regularly with parents, carers and families as partners in their children's learning.
- To contribute to a learning environment that is innovative, engaging, happy and fulfilling for all children.
- To take an active role in playtimes and lunchtimes to support consistently high standards of communication, behaviour and play

RK People responsibilities:

- Contribute to the overall aims and values of our Trust, appreciate and support the roles of other members of the wider team and attend and participate in relevant meetings as required
- Comply with all Trust policies and procedures including child protection, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person
- Contribute to ensuring safeguarding procedures are in place and used effectively at all times

The role holder must demonstrate a flexible approach to the delivery of the role. Consequently, the role holder may be required to perform work not specifically identified in the job profile but which is in line with the general scope, grade and responsibilities of the role.

Red Kite Mission, Values & Leadership Expectations

Our Trust Mission

Nurturing ambition, delivering excellence and enriching children's lives

Our Trust Values

Collaboration: we pull together to get the best outcomes for every child in every school, working with professional generosity and openness for the common good. We share joy in our achievements – personal and collective

Integrity: we put ethical leadership and excellent governance at the heart of our Trust, serving our schools and communities with fairness, honesty and transparency and a hunger for social justice

Respect: we champion equity, equality and diversity. We treat our staff, children and families and partners with respect and kindness – modelling our values and wanting the very best for each other

Our Leadership Expectations

Coach your Team: our leaders use coaching principles to support their teams to be self-aware, grow and work collaboratively

Lead with Respect: our ethical leaders lead with trust, integrity and show appreciation. Wellbeing and fairness are shared priorities

Challenge for Excellence: our leaders challenge themselves and their teams to continually grow in their role and towards their aspirations. They support an innovative approach where colleagues are encouraged to try new approaches with the aim of improvement

PEOPLE PROFILE

Aptitudes and Characteristics	**Essential**	**Desirable**
Ability to relate well to all adults and children	√	
Excellent teamwork and communication skills	√	
Excellent organisation and time management skills	√	
Excellent administration and clerical skills, including keeping records of learning and making learning resources and displays	√	
Good numeracy and literacy skills	√	
Good IT and basic technology skills (e.g. computer, tablet, video, photocopier)	√	
Ability to maintain a healthy work/life balance	√	
High levels of motivation and enthusiasm and a "can do" attitude	√	
Commitment to exploring opportunities to work across different phases in an all-through Academy		√
Qualifications, Knowledge and Experience	**Essential**	**Desirable**

Full commitment to participating in development and training opportunities	√	
GCSE (or equivalent) Maths and English at Level 2 (Grade C/4 or above)		√
Completion of DfES Teaching Assistant Induction Programme		√
Relevant first aid qualifications		√
Working with or caring for children of relevant age	√	
Working with or caring for children with additional needs, including medical needs and Special Educational Needs and Disabilities		√
Working with students with Autism Diagnosis		√
Understanding the principles of child development, learning and behaviour: this includes how to support children in overcoming potential barriers to learning	√	
Understanding classroom roles and responsibilities and your own position within these	√	
Awareness of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection		√
Appropriate knowledge of first aid		√
Safeguarding and Promoting the Welfare of Students	**Essential**	**Desirable**
Full commitment to safeguarding and promoting the welfare of children and young people	√	
Discretion at all times in the disclosure of information about the Academy and a clear awareness of confidentiality	√	