



Learning Support Assistant (Autism Resource Base)

Job Description

Grade:	Scale 5
Hours:	31 hours per week
Weeks:	192 days per year (Term time only + INSET)
Responsible to:	Autism Resource Base Lead

Main purpose of job

To provide support for students, the teacher and the school in order to raise standards of achievement for all students

Key areas of accountabilities

- To work alongside individual and small groups of autistic students, ensuring their ability to access the planned lesson
- To liaise with class teachers when a student is unable to access a lesson and adapt the learning activity appropriately
- Attend to students' personal needs and provide advice to assist in their social, health & hygiene development and attend training where necessary.
Participate in an assessment of the learning support needs of Resource Base students based on provision and outcomes set out in their Education Health and Care Plans
Establish productive working relationships with the students in the Resource Base developing an enhanced Pastoral relationship with them, including the use of reasonable adjustments to support their learning needs.
- Develop a good understanding of autism specific strategies to support the emotional regulation of autistic students in a mainstream setting.
- Promote the speedy/effective transfer of students across phases/integration of those who have been absent
- Provide information and advice to enable students to make choices about their own learning/behaviour/attendance
- Challenge and motivate students, promote and reinforce self-esteem
- Provide feedback to students in relation to progress, achievement, behaviour, attendance, use the school records and sanction systems as appropriate, monitor reports and day books.
- Provide the necessary support to enable students to sit examinations and fulfil their access arrangements. This may include invigilating exams, scribing for and reading to students when necessary and permissible.
- Provide daily feedback for the Autism Resource Base Lead
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of students
- Attend and participate in regular meetings
- Participate in the inducting of new staff



- Implement planned supervision of students out of school hours
- Supervise students on visits, trips and out of school activities as required
- Monitor and assist with any specialist equipment as required under the direction of a teacher.
- Support teaching staff and House teams by assisting with break duties as directed by the Head teacher
- Any other task in keeping with the nature and grade of the role that is required by the Head teacher/Autism Resource Base Lead

Additional responsibilities

All support staff roles at Deptford Green carry the following additional responsibilities:

- Becoming trained in First Aid to at least emergency responder level
- Taking part in examinations invigilation and duty rotas
- Take part in the school's performance management arrangements
- Complying with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Supporting diversity and ensure equal opportunities for all
- Contributing to the overall ethos/work/aims of Deptford Green School
- Developing constructive relationships and communicate with other agencies/professionals
- Sharing expertise and skills with others
- Participating in training and other learning activities
- Attending school events as required
- Undertaking any other duties commensurate with the level of the post, as required to ensure the efficient and effective running of the Department/Section
- Taking part in ongoing CPD and specialist training for the support of Autistic students