



Wright Robinson College

Headteacher: Martin Haworth

Learning Support Assistant (LSA): Job Description

<u>JOB TITLE</u>	Learning Support Assistant
<u>SCALE/SALARY</u>	Grade 4 £24,294 - £25,979 FTE (Actual salary TTO £20,360 – £21,772) Contract: Full Time. Permanent. Term time only
<u>RESPONSIBLE TO:</u>	SENDCo, Assistant Headteacher, Deputy Headteacher, Headteacher

JOB PURPOSE

To provide teaching support to students who experience learning difficulties. This involves providing in class support to students under the direction of the subject teacher, working with groups of students and the provision of one to one support by withdrawal from lessons. Most support will be provided in lessons. To assist with the delivery of the college's literacy programme to students.

Duties and Responsibilities

1. To support students with learning difficulties as required by Education and Health Care Plans, protocols for interventions and the college's strategy to improve student attainment across Key Stages 3 and 4. This will require working to agreed goals and objectives for individual or groups of pupils.
2. To work collaboratively with teachers in the delivery of teaching and learning to ensure that students' progress and experiences are recorded. These records will be used to inform Individual Education Plans and Pastoral Support Programmes.
3. Working with other LSA's and under the direction of a teacher (who will provide resources), to deliver the college's literacy lessons.
4. To contribute to the planning for the delivery of teaching and learning for students being supported, to an agreed schedule. This will involve the preparation of teaching and learning materials and subject matter.
5. To provide effective communication about the needs and progress of students to the SENDCo and teaching staff. This will require the provision of reports and briefing notes as required.
6. To act as a mentor for students identified as requiring support in order for them to achieve their full potential at the college. This will involve the use of a multidisciplinary approach for groups and individuals, the encouragement of high expectations and the development of good attitudes to school particularly with

students with challenging behaviour. To be responsible for outcomes including discipline.

7. To be familiar with the Code of Practice on SEND.
8. To ensure that all records are updated and those with responsibility for monitoring are informed of students' progress.
9. To work closely with parents / carers to develop supportive relationships. To provide agreed feedback to parents/carers on progress being made.
10. Supervision of students in a range of settings, manage programmes of work with reports to senior staff and governors as required.
11. To develop and deliver activities to support small groups / classes of identified pupils.
12. To implement and adhere to the college's Equal Opportunities Policy.
13. Or any other duties commensurate with the post.

The above list of job duties is not exclusive or exhaustive and the postholder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the post.