



Glyn School

Learning Support Assistant

Job Description			
Job Title	Learning Support Assistant	Job Reference	GLY020
Location	Glyn School	Travel Required	No
Core purpose			
Glyn School inspires a love of learning and achievement that is founded on the virtues of integrity, kindness, respect and endeavour. Every person is highly valued and encouraged to achieve their full potential. Students are supported to develop and express their character, empowering them to positively contribute to their community. To this end, the core purpose of the role is a simple one: to inspire young people to love learning about your subject – this comes about because you love teaching it.			
Key accountabilities			
Main duties			
- To complement the professional work of teachers by supporting students for agreed learning activities. This may involve delivering learning activities for individuals/groups enabling access to learning for pupils. - Inputting into the monitoring of students' performance including assessing, recording and reporting on students' achievement, progress and development. - To provide support for students, the teacher and the school to raise standards of achievement for all students and to encourage students to become independent learners, to provide support for their welfare, and to support the inclusion of students in all aspects of school life. - Facilitate after school support and learning activities.			
Support for Students			
- Supervise and provide support for pupils, ensuring their safety and access to learning activities in lessons, small groups and 1:1 - Establish productive working relationships with students, acting as a role model and setting high expectations - Assist with the development and implementation of Passports and EHCPs. - Promote the inclusion and acceptance of all students within the classroom, whilst encouraging student to interact and work co-operatively with others - Support students to recognise and respond to their individual needs, whilst promoting independence and self-reliance - Provide feedback to students in relation to progress and achievement, behaviour and attendance, etc. under the guidance of the teacher - Support with well-being check ins on a 1:1 basis			
Requirements			
- Previous experience in an education environment. - Experience of working in a school (advantageous). - Enhanced DBS clearance (required).			
Safeguarding			
GLF Schools is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. The successful candidate will have to meet the person specification and will be required to apply for a DBS disclosure. We particularly welcome applicants from under-represented groups including those based on ethnicity, gender, transgender, age, disability, sexual orientation or religion.			

Person Specification		
Position: Learning Support Assistant		
	Essential	Desirable
Qualifications		
Good standard of literacy and numeracy	✓	
First Aid qualification		✓
Experience		
Experience of working in an educational environment	✓	
Experience of working in a school		✓
Experience of working with children / students of relevant age	✓	
Experience of working with students with additional needs		✓
Experience of involvement in extra-curricular activities		✓
A successful track record of improving outcomes for students		✓
Skills & Abilities		
ICT skills – Google Drive and Microsoft	✓	
ICT skills – Effective use of ICT to support learning	✓	
Good understanding of assessment frameworks used to monitor and record student outcomes and progress	✓	
Understanding of relevant policies/codes of practice and awareness of relevant legislation	✓	
Understanding of child development and learning	✓	
Ability to self-evaluate learning needs and actively seek learning opportunities	✓	
Ability to plan effective actions for pupils at risk of underachieving	✓	
Understanding of principles of child development and learning processes and barriers to learning	✓	
Ability to plan effective actions for students at risk of underachieving	✓	
Ability to relate well to children and adults	✓	
Effective and clear communication skills	✓	
Good administration skills	✓	
Able to work to deadlines, use own initiative and keep line manager appraised	✓	

Ability to liaise with regular class teachers providing feedback about student progress	✓	
Ability to work independently, demonstrating initiative	✓	
Receptive to new ideas, approaches and challenges	✓	
Qualifications		
GCSE/ O Level 4 or C grade or higher (or equivalent) in Maths and English	✓	
A level (or equivalent) qualifications		✓
Qualifications or evidence of specialism in specific curriculum area or areas of particular learning difficulty		✓
Training in relevant learning strategies e.g. literacy, bi-lingual, sign language, ELSA, ELKLAN		✓
Evidence of continuous professional development	✓	
Personal attributes		
Friendly and approachable	✓	
Professional attitude	✓	
Attention to detail	✓	
Ability to remain calm under pressure	✓	
Interest in sport or community activities		✓
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For more details on Glyn School, please visit our website [HERE](#)