



1:1 Learning Support Assistant at Arabian Ranches Primary School for Academic Year 2025-2026

Job Scope

1:1 Learning Support Assistants (1:1 LSA) are parent funded roles which run from 1 September to 30 June generally but subject to annual academic calendars.

1:1 LSAs play an important role at JESS. Their core responsibilities include fostering and supporting JESS's ethos, values, policies, and guidelines; contributing to the highest standard of personalised support for Students of Determination, leading to exceptional student achievement; meeting regularly with relevant colleagues, adopting a culture of continuous collaboration and improvement; effectively using available resources to support teaching and learning and demonstrating and applying knowledge and understanding on inclusive educational values, principles, and practices. He/She should always conduct themselves in an appropriate professional manner to support and foster the aims and ethos of JESS.

Safeguarding Statement

Safeguarding is everybody's responsibility. All staff working at JESS will have some contact with children and young people and will therefore be in a position of trust. Staff with teaching duties will be responsible for the students that they teach and may also have additional specific pastoral or other responsibilities for other students they do not teach. In addition, all staff will regularly interact with students who may seek assistance or otherwise interact with them whilst moving around the school. In all cases, the staff's responsibility for promoting and safeguarding the welfare of the students is to adhere to and always ensure compliance with the school's Safeguarding and Child Protection policy and procedures to include whistleblowing ensuring all concerns are immediately passed on to the school's Designated Safeguarding Officer(s) (DSO).

Main Tasks and Duties

This not an exhaustive list of duties/responsibilities. Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the 1:1 Learning Support Assistant will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Head of Department. The responsibilities outlined may be modified by the Headteacher, upon mutual agreement, to reflect or anticipate changes in the role:

Main Tasks

- Establish a supportive relationship with the individual pupil(s) concerned as well as their peers/classmates
- Develop an understanding of the specific needs of the pupil to be supported, through liaising with staff, actively questioning, and engaging in professional development where directed.
- Ensure you have access to updated IEPs and risk assessments pertaining to your student(s), where applicable, and support their successful implementation.
- Support in-class learning, and social interactions as required, under the guidance and supervision of the class teacher.
- Observe the student's progress within a task or subject and, where appropriate, fade back and redirect attention to other students or tasks to allow for increased independence.
- Keep a record of the level of support provided within a classroom task via annotating work in books or on seesaw, as mutually agreed with the class teacher
- Liaise with teachers to understand lesson planning and support in adapting resources as needed.
- Provide more personalised support to the student outside of the classroom if/as required, as directed by the class teacher or Oasis Link
- Track pupil progress against IEP targets and feedback to class teacher and Oasis Link.
- Actively contribute to the smooth and efficient running of the classroom/lessons as a whole, in collaboration with the teachers and class LSAs (eg distributing/collecting resources, answering questions, maintaining positive learning behaviours, supporting with transitions).
- Working with other students/year groups as directed and agreed with the teacher/Oasis Link, during times when your student does not require your support.
- Attending therapy and/or Oasis sessions to observe strategies and enhance understanding of the students' needs, targets, and how to support.
- Perform break duties where required.
- Attend staff meetings (when requested).
- Attend field trips if/as required (in line with contracted working hours or in mutual agreement, if different)
- Support the Oasis department or relevant year group with cover and/or administrative tasks if the student is absent or unavailable (e.g. sick, travelling, at an appointment).
- Follow all school and authority policies and procedures.
- Be adaptable to changing circumstances and guidelines.
- Perform other related duties as required.

Behaviour and Safety

- To effectively contribute and provide best practice in combatting risk pertaining to cyber safety, health safety and child protection
- To communicate to the student that they must take a responsible attitude to the resources and equipment with which they have been provided

Safeguarding

- Work in line with statutory safeguarding guidance the school's safeguarding and child protection policy
- Work with the designated safeguarding officer (DSO) to promote the best interests of students, including sharing concerns where necessary
- Promote the safeguarding of all students in the school

Other

- To have professional regard for the ethos, policies and procedures of JESS and maintain high standards in attendance and punctuality
- To maintain smart and professional standards of appearance
- To maintain high standards of conduct both in and out of the classroom.
- To act in a way that conforms to the school's ethos and values and values of the UAE
- To adhere to the expectations set out in the staff handbook, staff code of conduct, Ministry of Education Code of Conduct and the school policies

Key Relationships

Internal - Students, Learning Support Assistants, Teachers, Year Leaders, Subject Leads, Oasis Team, SLT, Headteacher, Admin team

External – Parents, KHDA, Regulatory authorities and other third parties

Position Requirements

Education	<ul style="list-style-type: none">• Minimum High School Diploma/A Levels• SEN qualification is desirable
Experience	<ul style="list-style-type: none">• Previous experience working 1:1 with a student or small group of students in an Early Years or Primary School setting is desirable
Person Specification	<ul style="list-style-type: none">• Caring and nurturing disposition• Positive, flexible, 'can do' work ethic• Ability to form positive relationships with students and encourage them with their learning activities and routines• Enthusiastic, patient, and empathetic• Have confident and warm communication skills• Ability to multitask and prioritise, planning own workload• Be a team player who demonstrates maturity and professionalism• Have a commitment to ensuring high standards of care and support

	<ul style="list-style-type: none"> • Strong collaboration skills to foster partnerships with children and young people and parents • Commitment to ensure the safety and welfare of children and young people • Excellent standards of personal presentation
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Remuneration and application process

Salary	Depending on number of contracted hours
Contract	Parent Funded Service Agreement usually running depending on academic year from 1 September to 30 June
Visa and Medical Insurance	To be sponsored by Spouse or under Golden visa with medical insurance provided by Sponsor
Application	dbarclay@jess.sch.ae
Closing date	27 June 2025