**THE VYNE COMMUNITY SCHOOL**

Vyne Road, Basingstoke, Hampshire RG21 5PB

Headteacher - Nicola Pearce

Telephone: 01256 473003

11-16 Mixed Comprehensive - NOR 765

**LEARNING SUPPORT ASSISTANT with potential for additional administrator hours**

**Salary Grade B - actual annual salary £15,719**

**28.3 hours per week Mon - Fri - 8:30am - 2:40pm (30 minutes lunch break)**

Possibility of extra hours daily from 2:40pm - 3:45pm for Twilight and Detention Administrator Duties

**TERM TIME ONLY**

We are looking for enthusiastic and committed Learning Support Assistants to join our dedicated and expanding team. It is desirable but not essential to be able to speakPolish and/or Ukrainian to support our EAL (English as Additional Language) students in the school.

The people we are looking for will be able to relate well to young people and show sensitivity to pupils with learning, language and behavioural difficulties. The successful candidates must have good organisational skills; administrative and recording skills are also essential. Along with the ability to show initiative, whilst maintaining and respecting confidentiality. A willingness to undertake further training is required.

As the largest department in the School, we require flexible team players, who will adopt a professional approach to meeting the needs of our pupils. This is an exciting time in our school’s journey and we are looking for committed and resilient team members to contribute to this.

Learning Support Assistants are required to support pupils with learning and/or behavioural difficulties in the classroom or in one-to-one sessions. Experience is desirable as the candidate appointed will be expected to support KS3 and KS4 pupils in core and option subjects. The position will also include preparing and delivering short term interventions in reading and spelling skills. There will be a mixture of group and 1-1 work with a greater emphasis on group work. For further details please see the job specification.

Minimum qualifications GCSE (or equivalent) Grade C or above in a range of subjects to include English Language and Maths.

Please email the Personnel Officer, Mrs Helen Hall on [h.hall@vyne.hants.sch.uk](mailto:h.hall@vyne.hants.sch.uk) for an application or download from the school`s website.

**Closing date: Friday 4th July 2025**

**Interview date: We reserve the right to interview before the closing date if large number of applications**

*The Vyne Community School and Hampshire County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.*