



## JOB DESCRIPTION: Learning Support Assistant – Grade B

Responsible to: Class Teacher and Leadership team

### CORE PURPOSE OF THE POST

Under the instruction and guidance of teaching staff, health staff and other professionals, to undertake educational activities and support to the educational, personal and social needs of pupils in order to support their learning and development and to ensure their safety. Learning Support Assistants (LSAs) will work with groups, individual pupils and the whole class.

### DUTIES AND RESPONSIBILITIES

#### **Support for Pupils**

- To work with individuals or groups of children, assist in ensuring pupils are kept on task and complete activities set by teachers.
- To support pupils in all aspects of their learning and accessing the curriculum, including ICT and other strategies, under the guidance of the class teacher.
- To support the personal care needs of pupils. This may include toileting, other hygiene needs, help with dressing and or/assisting with feeding as required.
- To develop leisure opportunities and supervise pupils at break times and lunchtimes, developing their social relationships and interaction skills.
- To promote and support the inclusion of all pupils in the learning activities in which they are involved.
- To implement behaviour management strategies and promote positive behaviour in pupils through high expectations.

#### **Support for Teachers**

- To support pupils learning by adapting and developing learning opportunities under the direction of a teacher.
- To contribute to the development and implementation of Individual Education Plans (IEPs).
- To observe, assess and systematically record pupils' progress and achievements.
- To develop learning opportunities based on pupils prior learning.
- To efficiently prepare, maintain and use classroom teaching materials and equipment.
- To have high expectations of pupils' behaviour and support the class teacher in maintaining classroom discipline.

- To provide feedback to pupils in conjunction with the teacher.

### **Support for the Curriculum**

- To support the teaching of all subjects as required as directed by the class teacher.
- To support learning through the development and production of work related tasks and materials.
- To assist the teacher with testing and assessment.
- To review progress of pupils against learning programmes.

### **Training expectations**

- To make a commitment to your own professional development, undertaking training that is identified through performance management and the school improvement plan.
- To undertake training and implement school policies and procedures.

### **Support for the School**

- To follow the safeguarding procedures and policies.
- To work collaboratively with colleagues as part of a professional team, in particular the class teacher, inclusion leader and other LSAs.
- To assist in the general efficient operation of the school.
- To attend meetings, participate in appraisal arrangements and undertake training and development activities.
- To undertake and contribute to the risk assessment of the environment and activities, ensuring that pupils and staff are safe.
- To maintain an up to date knowledge of school policies and working practices.
- To detect signs of behavioural issues.
- To work with outside agencies.
- To undertake supervision during playtime.
- To undertake tasks of a similar nature and level, as directed by the Headteacher.

Further information can be obtained about this role in the LSA 1 Role Profile: 02130.

*This list is not exhaustive and there may be other duties, as directed by the Headteacher, that the post holder is required to carry out in line with their role.*