



Hamble Primary School

Job Description for Learning Support Staff (Level 3 / D Grade) – HLTA Outdoor Learning (part-time 0.6 FTE)

Responsible to: Headteacher

Salary: Level 3 / D Grade

Main purpose of the job

To carry out the professional duties of a Learning Support Assistant, as specified within the document Professional Standards for Teaching Assistants and listed below.

To work across all year groups within the primary age range, taking the lead on Outdoor Learning lessons which are used as part of the school's PPA provision including:

- To be responsible for, plan and oversee the day to day delivery, organisation and smooth running of the Outdoor Learning curriculum.
- To evaluate programmes and to continually strive for improvement in our curriculum offer.
- To promote learning in the outdoor environment and the ethos of outdoor learning.
- To integrate outdoor learning to the school curriculum and deliver and adapt a progressive skills-based curriculum.
- To ensure effective communication with teachers, support staff, head of school, governors, parents, volunteers, partner organisations and of course, children.
- Lead, advise, and support Learning Support Assistants (LSAs) during Forest School activities, acting as a specialist in your area of expertise.
- To ensure the health and safety of all participants, including writing and checking risk assessments for the sites, tools and activities used.
- To regularly check and maintain tools and other equipment.
- To engage in continuous professional development.
- The work requires moderate levels of physical effort. - It involves lifting and handling of equipment and other resources and to be involved in practical activities and physical care of learners and the physical outdoor environment.
- The role involves working out of doors and will require working on uneven surfaces and in unpredictable weather conditions.
- Flexibility is needed in terms of working hours; in school by at least 8.15am to ensure safety checks and preparation for the sessions.
- A requirement to demonstrate a high level of flexibility, working across the whole school, from Year R to Year 6.

Personal and professional conduct

Teaching assistants should uphold public trust in the education profession by:

- Having proper and professional regard for the ethos, policies and practices of the school in which they work as professional members of staff.
- Demonstrating positive attitudes, values and behaviours to develop and sustain effective relationships with the school community.
- Having regard for the need to safeguard pupils' well-being by following relevant statutory guidance along with school policies and practice.
- Upholding values consistent with those required from teachers by respecting individual differences and cultural diversity.
- Committing to improve their own practice through self-evaluation and awareness.

Person Specification: Key Requirements from the Hampshire County Council Level 2 Role Profile (ref. 02132)

- Empathy with pupils and sympathetic to their needs.
- Meet Higher Level Teaching Assistant standards.
- NVQ3 for Teaching Assistants or equivalent qualification or experience.
- Excellent literacy/numeracy skills.
- Minimum of 2 years' relevant experience in a teaching/learning/child support working environment.
- Good communication skills and able to clarify and explain instructions clearly.
- Can use ICT effectively to support learning.
- Working knowledge of national/foundation stage curriculum, particularly literacy and numeracy requirements, and other relevant learning programmes/strategies.
- Professionally discreet and able to respect confidentiality on particular issues.
- Well-developed interpersonal skills and sense of humour enabling effective relationships with a variety of people.
- Team worker.