



Roundwood Primary School

Job description: Learning Support Assistant (LSA), 1:1 support

Accountability:

You are responsible to the Headteacher and Governing Body.

Your line manager is the SENDCo.

Main purpose

To provide learning and care support for an individual pupil with special educational needs and disabilities (SEND) to help work towards the outcomes on their education and health care plan (EHCP). This will involve working with the teacher to plan and deliver activities and supporting the pupil with routines, transitions and behaviour management.

Duties and responsibilities

Your day-to-day duties as a 1:1 Learning Support Assistant will include:

Supporting the pupil

- Building a positive relationship with the pupil, promoting high self-esteem, independence and social inclusion.
- Promoting high standards of behaviour, responding to incidents in line with the school's behaviour policy and guidelines on physical intervention.
- Assisting with the development and delivery of individual education, support and care plans.
- Supporting the pupil with their social, emotional and mental health needs, escalating concerns where appropriate.

Teaching and Learning

- Demonstrating an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase the pupil's achievement.
- Contributing to the planning of differentiated learning activities for the individual, delivering activities inside or outside the classroom.
- Supporting the teaching of a broad and balanced curriculum aimed at helping the pupil achieve their full potential in all areas of learning.
- Promoting, supporting and facilitating inclusion by encouraging participation of the pupil in learning and extracurricular activities.
- Using effective behaviour management strategies consistently in line with the school's policy and procedures.
- Organising and managing teaching space and resources to help maintain a stimulating and safe learning environment.
- Using ICT skills to advance the pupil's learning
- Through observations, providing regular feedback to teachers and SENDCo on the pupil's progress, attainment and barriers to learning.
- Monitoring, recording and reporting on progress and attainment, including CAPPS.
- Reading and understanding lesson plans shared prior to lessons, if available.
- Working closely with the school's SENDCo and having regard for children with barriers to learning.
- Contributing and implementing SEND APDR support plans and associated paperwork in the agreed timescale.

Working with staff, parents/carers and relevant professionals

- Sharing knowledge and understanding of the pupil with other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision.

- Communicating effectively with other staff members, pupils, and parents and carers.
- Keeping other professionals accurately informed about performance, progress and any areas of concern.
- Understanding their role in order to be able to work collaboratively with classroom teachers and other colleagues, including specialist advisory teachers.
- Collaborating and working with colleagues and other relevant professionals within and beyond the school.
- Developing effective professional relationships with colleagues.

Health and Safety

- Working closely with the Designated Senior Leads(s) for Child Protection and being responsible for the welfare of the children in your own class in particular and the whole school generally.
- Administering first aid when required according to school policy.
- Follow the Intimate Care Policy for individuals if required.
- Supervising break times and lunch times, as directed.

Professional development

- Helping keep their own knowledge and understanding relevant and up to date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
 - Taking opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
 - Taking part in Performance Management according to school policy.
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- Carrying out any other reasonable duties which may be required by the Headteacher which are within the terms of your contract
 - The postholder is expected to accept any reasonable alterations that may from time to time become necessary.