**THE MARLBOROUGH**



**CHURCH** of **ENGLAND SCHOOL**

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| **JOB DESCRIPTION – LEARNING SUPPORT ASSISTANT** |
| **JOB PURPOSE:**  **Key Purpose of Job**  The Marlborough C of E School is seeking a dedicated and passionate Learning Support Assistant to join our dynamic team. As a Learning Support Assistant, you will work closely with students, teachers, and other support staff to provide individualised support and assistance to students with special educational needs and disabilities. Your role will be crucial in ensuring that all students have equal access to education, our carefully designed curriculum and therefore have the opportunity to reach their full potential. |
| **AREAS OF RESPONSIBILITY:**  **Key Responsibilities:**   * Support Students by providing one-to-one or small group support to students with special educational needs and disabilities (SEND) in and outside of the classroom. Assist students with understanding instructions, completing tasks, and engaging in classroom activities. * Collaborate with the Special Educational Needs Coordinator (SENCo) and subject teachers to implement and review students' Learning Profiles and Teaching strategies, outlined in the Teaching and Learning Framework, for students with SEND. Monitor progress and provide feedback to the SENCo and teachers. * Inclusive by design - support teachers in implementing inclusive teaching strategies, as outlined in the Teaching and Learning framework, to meet the diverse learning needs of students. Modify and adapt as necessary to ensure accessibility for students with SEND. * Supporting Students with Social, Emotional, and Mental Health (SEMH) Needs - provide support for students with social, emotional, and mental health challenges. Collaborate with relevant staff to implement strategies and interventions that promote positive emotional well-being and enhance students' social and emotional skills. * Assist in managing challenging behaviours by implementing strategies outlined in behaviour plans and working closely with the key staff to foster a positive and inclusive learning environment. * Assist in monitoring students' progress. Provide feedback to teachers regarding students' strengths, weaknesses, and individual needs, with a focus on inclusive strategies to promote equitable learning outcomes. * Maintain regular communication with teachers and other professionals involved in supporting students with SEND. Collaborate with colleagues to share knowledge, resources, and strategies. * Familiarise yourself with assistive technology tools and resources available to support students with SEND. Provide guidance and training to students in using these tools effectively. * Support students during break and lunch times, ensuring their safety and engagement in appropriate activities. Promote social inclusion and encourage positive interactions among students. * Maintain accurate records and documentation of student progress, interventions, and support provided using the schools Provision Mapping system. * Engage in professional development opportunities to enhance knowledge and skills in supporting students with SEND and implementing inclusive strategies. Stay updated with current trends and best practices in the field of inclusive education. |
| **OTHER DUTIES:**   * To be familiar with and adhere to all School Policies; * To fulfil your duties and responsibilities regarding safeguarding pupils and health and safety; * To support the vision and values of the school and promote good relationships with students, colleagues and parents; * To participate in the School’s arrangements for appraisal and professional development; * Undertake other such duties as may be reasonably required by the teacher in charge, the senior staff of the school and the Principal which are commensurate with the grading of the post. |
| **LINE MANAGEMENT:** SENCo |
| **Hours: 30 hours per week, term-time only + holiday entitlement (5.6 week per annum)**  **Salary: Grade 5: Points: 5-7** |