



Job description for a Learning Support Assistant-Early Years

The following job description is not exhaustive. It is expected that learning support assistants will work closely with the Assistant Headteacher for Inclusion and Headteacher, in order to develop the role and to reflect the needs and demands of the post.

Purpose of the Job

Working alongside the class teacher in order to provide high quality teaching and learning support that meets the needs of the pupils.

Main Activities and responsibilities

- Shares responsibility for implementing high quality teaching and learning within the classroom in a range of contexts i.e individual, small group, whole class.
- Provides feedback to the teacher recommending next steps for learning.
- Assists the Teacher and Assistant Head for Inclusion in setting up and implementing clear development targets for the individual child, based upon the child's Educational Health Care plan.
- Makes significant contributions in reports, describing progress made on the above action plans.
- Shares responsibility for safety, health and welfare of children at all times.
- Ensures the individual child has full access to the curriculum.
- Guides the development of the child's social behaviour and attitudes.
- Observes and assesses the child's development and progress, keeping accurate records.
- Helps to organise materials and equipment for use within the classroom.
- Contributes to curriculum development, ensuring a stimulating environment.
- Attends weekly briefing meetings.
- Establishes good relationships with parents and carers.
- Support the ethos, aims and policies of the school.
- Is aware of and complies with policies and procedures relating to child protection, behaviour, health, safety and security, confidentially and data protection, reporting all concerns to an appropriate person.
- Understand and implement the class teacher's planning.
- Attends and participate in relevant meetings as required.

Person Specification

LSA Practitioner

Commitment to Vision

- Shares the vision and aims of the school (see school website).
- Has experience or knowledge of working with children with Special Educational Needs. - DESIRABLE

Experience

- Current or recent experience of working within the primary setting.

Qualifications

- Good Numeracy/Literacy skills.
- Training in relevant learning strategies.
- First aid training. - DESIRABLE

Teaching & Learning

- Ability to provide high quality teaching and learning support to meet the needs of individual learners.

Skills

- Has excellent communication skills (including written, oral and presentation)
- Fluent in English
- Ability to use own initiative and work as a member of a team
- Competent in use of ICT

Knowledge

- Has a good knowledge of the expectations relating to supporting a child with special educational needs.
- General understanding of the National Curriculum for England and other basic programmes.
- Understanding of principles of child development and learning
- Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation
- Has up to date knowledge of relevant legislation and guidance in relation to safeguarding children.

- Awareness of current curriculum issues and educational developments – DESIRABLE
- Full aware of issues relating to safeguarding children and the latest KCSIE document.

Personal Attributes

- Ability to relate well to children and adults
- Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.
- Able to deal sensitively with people and achieve positive outcomes.
- Ability to self-evaluate learning needs and actively seek learning opportunities
- Enquiring, independent thinker
- Approachable, honest, reliable, resilient