

JOB PROFILE

Job Title:	SEN Learning Support Assistant	School/Department:	TNHPS
Salary Grade:	A1	Working Hours:	32.5 HPW / TTO (8.30 to 3.30)
Contract Type:	Permanent	Location:	Leeds

Responsible to: Headteacher & Senior Leadership Team

Role summary: To work under the guidance of teaching/senior staff to undertake work/care/support programmes to enable access to learning for pupils with additional needs. Work may be carried out in the classrooms or across the wider school. To work with the SENDCo and team of LSAs within the phase to ensure children are supported with their learning.

Red Kite Learning Trust is committed to safeguarding and promoting the welfare of students and expects all colleagues and volunteers to share this commitment.

Special conditions of service:

No smoking policy, including e-cigarettes.

Role specific responsibilities:

- To provide one to one support for children with SEND learning needs.
- To establish positive and professional relationships with children and provide support according to their individual needs.
- To provide feedback to children and teacher in relation to progress and achievement.
- To use strategies, in liaison with the teacher, to support pupils to achieve their learning goals.
- To monitor children's responses to learning activities and accurately record achievement /progress as directed
- Provide detailed and regular feedback to teachers and parents on children's progress and achievement
- To promote good behaviour in line with the policy and encourage the children to take responsibility for their own behaviour.
- To establish constructive relationships with parents/carers
- To deliver structured and agreed learning activities adjusting these according to responses from the children
- To prepare, maintain and use resources required to meet the learning expectations and assist the children with their use
- To be aware of and comply with policies and procedures relating to child protection, health and safety, security, confidentiality, and data protection – reporting all concerns to an appropriate person and recording it on CPOMs
- To be aware of and support difference ensuring all children have equal access to opportunities where they can learn and develop.
- To contribute to the school's aims of being Motivated, Respectful and Safe at all times.
- To attend and participate in relevant meetings and training
- To assist with the supervision of children outside lesson times including lunchtimes and break times



- To accompany teaching staff on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher or group lead.
- To ensure promotion of equal opportunities and Health and Safety.
- Required to undertake additional duties as could be reasonably required.

RK People responsibilities:

- Contribute to the overall aims and values of our Trust, appreciate and support the roles of other members of the wider team and attend and participate in relevant meetings as required
- Comply with all Trust policies and procedures including child protection, health, safety, welfare, security, confidentiality and data protection, reporting any concerns to the appropriate person
- Contribute to ensuring safeguarding procedures are in place and used effectively at all times

The role holder must demonstrate a flexible approach to the delivery of the role. Consequently, the role holder may be required to perform work not specifically identified in the job profile but which is in line with the general scope, grade and responsibilities of the role.

Our Trust Mission
Nurturing ambition, delivering excellence and enriching children's lives.

Our Trust Values

- Collaboration**
We pull together to deliver the best outcomes for every child in every school, working with professional generosity and openness for the common good. We share joy in our achievements - personal and collective.
- Integrity**
We put ethical leadership and excellent governance at the heart of our Trust, serving our schools and communities with fairness, honesty and transparency and a hunger for social justice.
- Respect**
We champion equity, equality and diversity. We treat our children, families, staff and partners with respect and kindness - modelling our values and wanting the very best for each other.

Our Trust Goals

- We champion learning**
Learning together creatively with a rich and broad curriculum, where great teaching and confident reading are fundamental to enriching children's lives.
- We promote wellbeing**
Ensuring the wellbeing of every child and member of staff in our Trust.
- We invest in our people**
Supporting every member of staff throughout their career to be the best that they can be.
- We innovate with technology**
Enabling all learners to harness technology, ensuring all have access at home, and innovating with technology for learning.
- We are our Trust**
Growing together collaboratively we will strengthen our Trust for the benefit of our children, our staff, our communities and our environment.

PEOPLE PROFILE

Aptitudes and Characteristics	Essential	Desirable
Ability to work flexibly and collaboratively as part of a team as well as on own	*	
Strong communication skills with the ability to influence and motivate others	*	
Ability to adapt style and approach when dealing with different audiences' dependant on age and educational needs.	*	
Willingness to drive personal development and undertake additional training as directed by the senior leadership team	*	



Enthusiasm for supporting in the development of children with SEN	*	
An inclusive mindset and the firm belief that all students have the ability to succeed.	*	
Qualifications, Knowledge and Experience	Essential	Desirable
Experience of delivering evidenced based interventions and accelerated learning		*
Experience working in a classroom or nursery environment or other appropriate experience within an education setting	*	
Experience of working with or providing support to children with additional educational needs		*
Good knowledge of a child's development and learning processes, understanding that all children have differing needs and knowledge of how to apply inclusive practice		*
Relevant NVQ Level 3 or equivalent		*
Working knowledge of national curriculum and other relevant learning programmes/strategies		*
Good IT knowledge and understanding of ways this can be used to enhance the learning process		*
Safeguarding and Promoting the Welfare of Students	Essential	Desirable
An appropriate motivation to work with children and young people	*	
Ability to maintain appropriate relationships and personal boundaries with children and young people	*	
Emotional resilience in working with challenging behaviours and appropriate attitudes to the use of authority and maintaining discipline	*	

