

LEARNING SUPPORT ASSISTANT

Job Description

POST:	Learning Support Assistant
START DATE:	October 2020
RESPONSIBLE TO:	SENDCo
SALARY:	SCP 9 – 13 £15,723 - £17,019 (FTE £20,903 - £22,627)
LOCATION:	Oasis Academy Sholing, Southampton
WORKING PATTERN:	32.5 hours per week – Term Time only
DISCLOSURE LEVEL:	Enhanced

THE APPLICANT WILL:

- Assist teachers in providing a learning environment that enables all students to access the curriculum and learn to the best of their ability
- Work with and support students with a variety of academic, physical and emotional/behavioural needs on a class, group or individual basis.
- Work with students, individually or in groups, as directed by their class teacher and/or SENDCo, to support subjects and learning across the whole curriculum
- Work with single students in a one to one situation
- Establish supportive, caring and secure relationships with students, promoting respect, self-esteem and a positive attitude supportive of the school ethos.
- Develop knowledge and understanding of specific academic, physical and emotional behavioural needs of individuals and groups of students and respond to them effectively.
- Assist the class teacher/SENDCo with the planning, development and delivery of suitable programs of work students, including those with specific learning needs and/or a statement of special educational needs
- Support class teachers to design, create and produce learning activities, materials and Resources to support aspects of the curriculum or particular learning outcomes, and to assist and support the student in using them.
- Help, support and motivate the student, clarifying instructions, encouraging independent learning and behaviour and enabling learning targets and outcomes to be achieved
- Contribute to monitoring and recording students' progress, maintaining records and providing relevant feedback to teachers.

Job Description

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- Provide welfare support to the student, including administering First Aid (dependent on training)
- Provide information about individual students, at the request of the SENDCo, to inform discussion at Education Planning Meetings and/or with outside agencies/specialist advisors.
- Supervise the Teaching and Learning Centre as a part of a rota covering break and lunch times and at other times as required by the SENDCo.
- Assist with general school duties including setting up classrooms, preparing resources and displays, tidying and clearing away.
- Carry out any reasonable duty requested by the principal.

SUPPORTING THE ACADEMY

- To support the aims, values and policies of the Academy and participate in a team approach to all aspects of the Academy.
- To attend and contribute to regular staff meetings and in service training, and identify personal development needs.
- To comply with all policies, procedures and working practices relating to safeguarding young people (child protection), health and safety, confidentiality and data protection.

ADDITIONAL DUTIES

- The post holder may be expected to carry out duties other than those given in the job description where the level of responsibility is similar and he/she has appropriate training to carry out these duties.

SAFEGUARDING

- To contribute to the development of students emotional wellbeing.
- To adhere to the Academy's safeguarding policy.
- To attend relevant training and keep up to date with the National requirements.

Oasis Academy Sholing are committed to safeguarding and promoting the Welfare of young people and expect all staff and volunteers to share this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

Person Specification



ESSENTIAL

DESIRABLE

Qualifications

Current Knowledge of English and mathematics at Level 2, demonstrated by test at interview.	City and Guilds Certificate in Learning Support or a willingness to pursue this or a similar qualification.

Knowledge

An awareness of health and safety issues and how to safeguard students	

Skills

An ability to demonstrate flexibility, creativity and to adapt positively to change.	Good communication, interpersonal and organisational skills.
An ability to work independently or as part of a team.	
An ability to motivate and encourage young people, especially those who are vulnerable.	

Commitments

A commitment to the Oasis ethos in terms of positive attitudes for learning and personal developments	

Personal

Personal integrity and sensitivity.	Calm approach and firm manner