

 **Long Mead Community Primary School**

 **Job description: LSA, fixed term contract**

**Responsible to:** The Headteacher and SENCo

The Governors of Long Mead Community Primary School seek to appoint staff who will contribute positively to a culture of teamwork, collaboration and shared responsibility for high standards and performance in order to ensure the children at Long Mead receive the best possible opportunities they can.

Long Mead Community Primary School is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.

**Job Summary**

The Learning Support Assistant is responsible for supporting the emotional, social, and educational development of students. This role involves implementing individual or small grouup timetables including academic tasks, social and emotional regulation tasks and responding to behavioural difficulties.

**Areas of responsibility**

* Respond to and manage children’s behaviour in a positive and constructive manner in line with the school behaviour policy and support children in developing self-regulation skills.
* Deliver effective wellbeing and academic interventions, including one-on-one and small group sessions.
* Collaborate with other staff to develop and implement individualised support plans.
* Work closely with teachers, parents and other staff to support student wellbeing and academic progress.

**All LSAs are expected to:**

Implement agreed school policies and guidelines;

Support initiatives decided by the Headteacher and staff;

Support the needs of all pupils through individual and 1 to 1 support;

Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;

Keep appropriate and efficient records of interventions, informing teachers of progress;

Promote the school’s behaviour policy;

Participate in training and meetings which relate to the school's management, curriculum, administration or organisation;

Communicate and co-operate with specialists from outside agencies;

Make effective use of ICT to enhance learning and teaching;

Participate in the School’s Appraisal Procedure for the appraisal of their own performance, providing evidence for how they have met their targets.

Ensure that the school’s Health & Safety procedures are followed and adhered to at all times.

In addition to the above requirements, the Headteacher may ask LSAs to take on specific responsibilities for supporting teaching and learning across the school in order to need the current needs of the pupils and school priorities.

Post holder: ……………………………………………

Signed: ……………………………………………

Date: ……………………………………………