



Position:	Learning Support Assistant (working with statemented child)
Department:	Bowling Green Academy
Pay Range:	Scale 2, Scale Point 4
Responsible to:	Principal Deputy Principal Teacher Inclusion Manager

Main Duties and Responsibilities -

Supporting the Pupil:

- To draw on knowledge of various forms of special needs to develop an understanding of the specific needs of the children concerned.
- Taking into account the special needs involved, and following the I.E.P. and class teacher's planning, to aid the child/ren to learn as effectively as possible both in group situations and individually
- To establish a supportive relationship with the child/ren concerned.
- To encourage acceptance and integration of the child with special needs.
- To promote/reinforce children's independence and self-esteem, helping with communication.
- Provide personal care to assist toileting, including changing and other self-care skills.

Supporting the Teacher:

- To assist with the class teacher, and other professionals as appropriate, in the development of a suitable programme of support for the child/ren with special needs.
- In conjunction with the class teacher, and /or other professionals, to develop a system of recording a child's progress.
- To contribute to the maintenance of child/ren's progress records.
- To participate in the evaluation of the support programme.
- To provide regular feedback about the child to the teacher.
- To be an active part of the classroom team working alongside the teacher and with a range of children as required.

Supporting the School:

- Where appropriate, to develop a relationship to foster links between home and school.
- To liaise, advise and consult with other members of the support team involved with the child, including external agencies, when asked to do so.
- To contribute to reviews of the pupil's progress.
- To attend relevant in-service training.
- To be aware of school procedures and policies.

Statutory Requirements

- It is aligned to the Local Government Terms and Conditions, set out in the statutory guidance.

Membership of the Trust

- To be a positive ambassador for the developing MAT, ensuring both internal and external colleagues are aware of the vision, culture and ethos within the trust.
- To ensure all trust systems, processes and procedures are adhered to as requested.

Safeguarding

As part of your wider duties and responsibilities you are required to promote and actively support the Trust's responsibilities and policies towards safeguarding and promoting the welfare of children, young people and vulnerable adults.

General

- To uphold the Nolan Principals of public life.
- To support the Trust climate for learning and a culture of achievement and high expectation.
- To act as a positive role model to staff, maintaining high professional standards and high levels of care for pupils.
- To fully participate in CPD and appraisal activities.
- This job description is not intended to be comprehensive and the job holder may be asked to perform other duties commensurate with the post as directed, to meet the needs of the Trust.

Name: Signed:

Date: