

Role Profile: Learning Support Assistant/Teaching Assistant

Purpose

To assist in promoting the education and welfare of pupils, having regard to the aims and objectives of Little Downsend School and its policies. To work under the direct instruction of the SENCO, to support individuals and small groups within and outside the classroom.

Key Accountabilities

- Supervise and support a pupil or pupils in Little Downsend, ensuring their safety and access to learning, including their Special Educational Needs and English with an additional language (where relevant)
- Maintain good order and discipline and pastoral care of pupils, and safeguard their health and safety both on and off the School premises
- Establish and maintain good relationships with pupils, acting as a role model and being aware of and responding appropriately to individual needs
- Be aware of and support difference and ensure all pupils have equal opportunities to learn and develop
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to develop self-discipline, self-esteem, confidence and independence
- To participate in training and other learning activities and performance development as required

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Knowledge and understanding of child development and the ways in which children learn and develop • A commitment to the provision of high-quality learning in the Early Years and KS1 • A positive approach to inclusive practice, with children and colleagues • Ability to help professional staff to achieve their objectives • Confident in the supervision of children, and adhere to defined behaviour management policies • Demonstrate a good understanding of child safeguarding arrangements 	
Qualifications	<ul style="list-style-type: none"> • GCSE (or equivalent) in English • To have practical knowledge or experience relevant to the role. Ability to work with others to provide excellent support for pupils 	<ul style="list-style-type: none"> • Level 3 Diploma in supporting teaching and learning for children with special needs • Hold a certificate of competency or undertake training in a defined area relevant to the role e.g., ADHD, Autism, behaviour management or other relevant qualifications.
Experience	<ul style="list-style-type: none"> • Experience of working in a school setting 	<ul style="list-style-type: none"> • Experience of working in a school setting
Other		

Key Stakeholders:

Internal – Head of Little Downsend, SENCo, class teachers, colleagues, children

External - Parents, visiting professionals (eg SaLT, Occupational therapist)

The Key Accountabilities listed above are not exhaustive and may be varied from time to time as dictated by the changing needs of Cognita. In this case, any significant changes or variations will be consulted with the post holder before undertaking these responsibilities.

To be signed and dated by employee:

Signed:

Name (print):

Date: