



FULSTON MANOR ACADEMIES TRUST

POST: LEARNING SUPPORT TEACHING ASSISTANT

REPORTS TO: DEPUTY HEADTEACHER

RESPONSIBLE TO: DEPUTY HEADTEACHER

HOURS: 35 HOURS PER WEEK

THE ROLE

To provide learning support in 1:1 and/or small groups and to oversee academic progress of students.

To aid access to the curriculum through adaptive teaching methods.

To make or modify resources as suggested and advised by the SENCO, Educational Psychologist or other outside agency. To organise and maintain an inclusive learning environment.

To make a valuable contribution to students learning and achievement.

To contribute to students understanding of the impact of their decisions and of their behaviour.

To ensure clear and comprehensive records are kept on the students being supported

To have good communication skills to be able to inform, persuade, inspire and motivate students and also provide feedback to staff as required.

To contribute to weekly team meetings and meetings with external agencies as appropriate

To organise and update resources, liaising with teaching staff as necessary

Specifically:

Supporting the student:

By drawing on the knowledge of various forms of additional need to develop an understanding of the students with whom you are working.

To establish supportive relationships with the students.

To encourage integration and acceptance of pupils with behaviour concerns.

Taking into account the special needs involved, to aid students to learn as effectively as possible in

both group situations and on his/her own by:

Clarifying and explaining instructions / Ensuring the student is able to use equipment and materials provided / Motivating and encouraging the student as required / Assisting in weak areas – e.g language, behaviour, spelling, reading, handwriting and presentation / Helping students to concentrate on and finish work set / Meeting the physical needs as required whilst encouraging independence.

Supporting the school:

To liaise, advise and consult with other members of The Learning Support team/SEND Department when asked to do so.

To understand and apply school policies and procedures.

To contribute to the overall work/aims of the school and appreciate and support the role of colleagues and other professionals to enable the school fulfil its development plans etc.

To undertake training and other learning activities and attend relevant meetings (within contracted hours) as required to ensure own continuing professional development.

Any other duties which are reasonably required for the fulfilment of the role.