



Wootton Primary School

Job Description



Role: Learning Support Assistant SEN
Responsible to: SENCO
Based at: Wootton Primary School, Wootton, Northants
Hours: 30 hours per week, 8.30 -3pm with a 30-minute break, 38 weeks per year
Fixed term

Job Context

To provide care, support and supervision for a child with SEN during the day and the midday break and to support the child with literacy, numeracy and other subjects. Promoting inclusion in order that the child may reach their full potential.

Key Responsibilities

1. Support individual children with Special educational needs (SEN) by preparing and delivering intervention programmes after guidance from Teachers.
2. To care for a child following the policies in school regarding safeguarding and child protection, intimate care policies and all other relevant policies.
3. Delivering specific sessions relating to the child's needs following guidance from Therapists.
4. Working as part of the whole school team.

Job Description

Responsibility area 1

- 1) Helping a child academically and with social skills
- 2) Helping a child directly with tasks and enabling them to be a confident, independent learner
- 3) Supporting the child with transitions
- 4) Supporting the child and teachers by using positive behaviour strategies
- 5) Supporting and feeding back to teachers
- 6) Supporting the child and teacher with delivering phonics, EYFS and the curriculum
- 7) Helping to review the learning

Responsibility area 2

- 8) To support a child before, during and after lunch
- 9) To provide the care needed for the child's individual needs- including toileting

Responsibility area 3

- 10) Delivering Speech and Language sessions where targets are provided by a Speech and Language Therapist

- 11) Delivering physiotherapy sessions where exercises are provided by a Physiotherapist
- 12) Delivering fine motor skills activities
- 13) Supporting the child using Makaton / British Sign language

Responsibility area 4

- 14) Proactively working as part of the team helping to promote the school positively

Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties and responsibilities.

Tove Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff & visitors to share this commitment.