



Wootton Primary School



Learning Support Assistant SEN 31.25 hours per week, Term time only Fixed Term ASAP Salary - Grade B, Point 1-2 (FTE 18,333-18,516)

Wootton Primary School has been at the **heart of the local community** since 1872 when the village first received a grant to help educate the local children. Since then the school has expanded greatly and now has room for 420 children. We believe that primary school should be about developing children to become **great citizens of the future**. So our staff work incredibly hard to support all children **to be the best they can possibly be**. Wootton Primary School joined Tove Learning Trust in 2020.

We require a talented and committed Learning Support Assistant SEN to join the team in this vibrant and exciting school to focus on the reading within the school. The role is to support and care for an individual child with special educational needs (SEN) to help them achieve their full potential.

The successful candidate will:

- Have experience of using positive behaviour strategies for challenging behaviours
- Have a knowledge and skills in Makaton
- Have experience of supporting children develop social skills
- Have experience of delivering speech and language sessions
- Have experience of developing personal independence skills
- Have knowledge and skills in early learning and phonics
- Have to meet the person specification and will be required to apply for a DBS disclosure

Candidates must be eligible to live and work in the UK.

Training and development opportunities will be offered. All staff are encouraged to study further and the trust will actively support staff to obtain relevant further qualifications where possible.

Tove Learning Trust is a fast moving and exciting place to work. The trust schools have a shared vision and purpose: to deliver outstanding educational experiences that lead to inspiring outcomes. Each academy has a strong individual identity and tailors their educational provision to serve their local community. Academies within the trust collaborate to share expertise and maximise opportunities and experiences for our students.

The Trustees of Tove Learning Trust are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

How to apply

All documents including the full job description, person specification and application form are available on our website www.wootton.northants.sch.uk. Please ensure your application form and covering letter includes examples how you meet the criteria outlined in the job description and person specification. Further information requests or completed applications should be sent to **Carolyn Meachem**.

E: c.meachem@wootton.northants.sch.uk T: 01604 761679

Closing date: 05/06/2022

Interview date: w/c 06/06/2022

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Part of Tove Learning Trust



Wootton Primary School

Job Description



Role: Learning Support Assistant SEN
Responsible to: SENCO
Based at: Wootton Primary School, Wootton, Northants
Hours: 31.25 hours per week - 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. To provide care, support and supervision during the play session of the midday lunch break
5. 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 the curriculum
7. Helping to review the learning

Responsibility area 2

1. To support a child before, during lunch and after lunch
2. To provide the care needed for the child's individual needs

Responsibility area 3

1. Delivering Speech and Language sessions where targets are provided by a Speech and Language Therapist
2. Delivering gross motor skills sessions
3. Delivering fine motor skills activities where exercises are provided by an Occupational Therapist

Responsibility area 4

1. To provide care, support and supervision for a class during the play session of the midday lunch break

Responsibility area 5

1. 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.



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Person Specification



Job Title: Learning Support Assistant (SEN)	Essential	Desirable
Education and Qualifications		
Evidence of good literacy, numeracy and communication skills	√	
Training involving working with children		√
Experience		
Experience of using positive behaviour management strategies	√	
Experience of developing personal independence skills	√	
Experience of delivering Speech and Language sessions		√
Experience of delivering physiotherapy sessions where exercises are provided by a Physiotherapist		√
Experience supporting children to develop social skills	√	
Experience supporting children with transitions		√
Experience delivering fine motor skills activities		√
Knowledge and Skills		
Some understanding of language development in children	√	
Understanding of the importance of play	√	
Commitment to each child developing and achieving their full potential	√	
Proof of suitability to work with children	√	
Good communicator with children and adults	√	
Commitment to nurture and care for each individual child	√	
Understanding of the barriers to learning that children can have		√
ICT skills		√
Able to think around a problem creatively		√
Personal Attributes		
Work in accordance with the Trust's values and behaviours	√	
Sound judgement and decision maker – confident in using own initiative	√	
Eligible to live and work in the UK	√	
Suitable to work with young children – DBS checked	√	
Willing to work flexibly in accordance with policies and procedure to meet the operational needs of the Trust	√	
A commitment to continuing personal development and training	√	
A commitment to safeguarding and promoting welfare of children and young people	√	
A commitment to nurture and care for children	√	
A demonstration of enthusiasm for the work involved	√	
Understanding of the need to keep confidentiality	√	