



Earley St Peter's C E Primary School

KS1/2 Learning Support Assistant Job Description	Grade: 3 SCP 5
Hours of Work: Post 1: 30 hours per week: 8.45am-3.15pm	Salary: £13,218.20 actual (fte £19,650)
Post 2: 12 hours per week Monday and Tuesday 8.45am-3.15pm	Salary: £5287.28 actual (fte £19,650)
Work Pattern: Term time only	Employment Status: Fixed term 6th Sept 2022 – 21st July 2023
Job Purpose: To provide learning and general support to pupils with additional educational and behavioural needs.	
Main Tasks	
1. Be concerned with and monitor the general welfare of the child, including matters relating to personal hygiene and health and implement the school's safeguarding procedures.	
2. Liaise with the class teacher on a daily basis to discuss the child's programmes of help and ascertain the level of help required.	
3. Supporting learning for individual pupils and small groups, under the guidance of the class teacher/Inclusion Leader.	
4. Regularly report back to class teacher/Inclusion Leader on pupil's progress and areas of concern.	
5. Help keep a detailed record of work achieved and report to the teacher.	
6. Participate in consultations with the parents and other professionals where appropriate.	
7. First Aid and/or lunchtime/break time playground supervision if required.	
8. Attend staff training, after school meetings, school educational trips and special occasions in the school's annual calendar if appropriate.	
9. Any other duties that reasonably fall within the purview of the post which may be required.	