

Job Description

Directorate: Schools

Division: Sir Charles Parsons School

Post Title: Individual Learning Support Assistant (A5267)

Evaluation: 424 Points **Grade:** N4

Responsible to: Assistant Head Teacher

Responsible for: N/A

Job Purpose: To provide individual classroom support to identified pupils.

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

General

- 1 Undertaking activities, as directed by the teacher, with identified pupils requiring health support and intervention.

Student Support

- 2 Monitor, supervise and support identified pupils to ensure that their health, safety and welfare needs are met.
- 3 Monitor emergency medication and undertake healthcare and approved clinical procedures which are necessary to ensure identified pupil's health, safety and welfare needs can be effectively met.
- 4 Working with identified pupils directly on curriculum related tasks under the direction of the teacher.
- 5 Giving relevant feedback to the teacher regarding the social, emotional and physical needs of identified pupils thus offering the teacher support in their assessment.
- 6 Providing and developing specialist support and communication skills as required.
- 7 Working with physiotherapists and other specialist staff and delivering agreed programmes to identified pupils using moving and handling skills.
- 8 Meeting the intimate care needs of identified pupils.
- 9 Accompanying identified pupils on excursions and other extra-curricular activities.

- 10 Promote and implement the School's equal opportunities policies in all aspects of employment and service delivery.
- 11 Assist in maintaining a healthy, safe and secure environment and to act in accordance with the School's policies and procedures.
- 12 The post holder will have responsibility for promoting and safeguarding the welfare of children and young persons s/he is responsible for, or comes into contact with.