Mortimer Community College Job Description



Level/Salary Range: Band 4 SCP 6 Reporting to: Senior Lead Practitioner Safer Recruitment State	Job Title:		Learning Support Assistant	Department/Group:	SEND		
 Mortimer Community College is committed to safeguarding and promoting the well-being of children and young people and expects all staff and volunteers to share this commitment. Main Objectives of Role To provide support for teachers and students in improving standards across the school. Job Description Key Tasks of the Post: Provide, where appropriate, one-to-one, group and in-class support for students in order to improve academic progress and learning in response to their individual needs. Keep accurate and up to date records, contribute to student learning plans and report to teaching staff as required. Support students in building self-esteem and in the monitoring of their own progress and attainment. Work in close collaboration with teaching staff to plan and carry out appropriate educational activities for small groups and individual students in lessons. Help students to build resilience, confidence and enhance their self-esteem. Organise educational visits including the completion of all relevant documentation. Supervise students on visits, trips and out of school activities as required. Undertake planned supervision of students' out of hours learning activities. Invigilate exams and act as a reader and/or scribe for students when required. Laise with parents or other relevant professionals where deemed necessary. Develop study support identified students during breiz/lunch periods and any other unstructured times as required. Support tidentified students during breiz/lunch periods and ny other unstructured times as required. Support tidentified students during breiz/lunch periods and any other unstructured times as required. Support tidentified students during breiz/lunch periods and any other unstructured times as required. Keep assonible for the writing and revieving of Puipi Profiles. Assist in heaning students on	Level/Salary	Range:	Band 4 SCP 6	Reporting to:	Senior Lead Practitioner		
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necessary, with the training and development of fellow employees.		assist, where appropriate and					

Date:	October 2024