

Finchampstead Church of England (Aided) Primary School

**Learning Support Assistant – Job Description**

**Safeguarding**

Finchampstead Church of England (Aided) Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

**Purpose of the Role**

To facilitate learning by supporting the needs of KS2 children in accordance with the school policy and government initiatives in pursuit of high standards of pupils achievement.

**Main Tasks/Accountability**

1	Work with individuals or groups of children under the guidance of the teacher.
2	Undertake any strategies agreed for individuals and small groups to help them reach their targets.
3	Assist in liaison with other professionals, respecting confidentiality, and contribute to the observation, record keeping, planning of work and assessment of pupils.
4	Undertake general classroom duties including photocopying, preparing resources, filing and helping with playground duties.
5	Escort pupils on school educational trips and administer basic first aid when required.
6	Attend INSET training when appropriate and, if appropriate, help with special occasions in the school calendar.
7	Assisting with any other general classroom duties (e.g. listening to readers, helping with displays) as directed by the teacher.
8	Take responsibility, in conjunction with the class teacher, for the pastoral care of the children in the class.
9	Retain the confidentiality on all aspects of school life.
10	Any other duties that reasonably fall within the purview of the post which may be allocated after consultation with the post holder.