

# Role Profile: SEN Learning Support Assistant for a Student with an Education Health Care Plan

## Purpose

To provide one to one support to a student with an Educational Health Care Plan. To promote the students' learning and personal development offering exceptional support and guidance, ensuring the highest outcomes for the student. Working as part of a team, in particular with the SENCo and the class teachers to ensure that the student's individual learning programmes are regularly reviewed and promote learning, behaviour and communication skills.

## Key Accountabilities

- To provide in-class support to the student in all areas of the curriculum, tailoring the support to match the learning needs.
- To provide targeted support outside of the classroom through the delivery of a specialised intervention programme aimed at reinforcing key literacy and numeracy skills.
- To assist in the implementation of the targets of the student's Individual Support Plan (ISP) and monitoring the student's progress.
- To liaise regularly with teaching staff and SENCO to provide a differentiated curriculum designed to support the student's abilities and learning needs.
- To assist with making or modifying resources to help ensure intended learning outcomes are achieved in all lessons.
- To develop knowledge of the particular needs of the student and seek advice from SENCO, pastoral team and outside agencies as required.
- To assist in the provision of pastoral care and provide social and emotional support to student, as required.

## Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

## thePerson Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• GCSE, O-Level or equivalent qualifications in Maths and English.</li> <li>• Willingness to take part in appropriate training and personal and professional development.</li> </ul>	<ul style="list-style-type: none"> <li>• Educated to NVQ Level 2 in learning support or any other relevant qualifications</li> <li>• Received training in specific aspects of SEN e.g. Dyslexia, Speech and Language and Auditory Processing Disorder.</li> </ul>
Skills	<ul style="list-style-type: none"> <li>• The ability to plan, deliver and assess the effectiveness of targeted and specialised interventions.</li> <li>• Have computer literacy for tracking and monitoring and communication purposes.</li> <li>• The ability to be patient and flexible to the needs of the student.</li> <li>• Be able to support student in becoming an independent learner.</li> <li>• To communicate effectively and professionally with parents and staff as appropriate and maintain positive working relationships.</li> <li>• Well organised and highly motivated.</li> <li>• A positive role model for students in the classroom and around school.</li> </ul>	<ul style="list-style-type: none"> <li>• Competences in using Microsoft software and technology-assisted learning programmes e.g. immersive reader.</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Have experience working with children with Special Educational Needs in a secondary school setting.</li> <li>• Knowledge and understanding of how students with specific learning needs learn and have experience with adapting and monitoring practice accordingly.</li> <li>• Experience working as part of a team to ensure the wellbeing and personal development of students is met.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience supporting children with SpLD of Auditory Processing Disorder and/or Dyslexia.</li> </ul>

## Key Stakeholders:

Internal – Headmaster, SLT, School Colleagues, Students

External – Parents/Guardians

Signed: ..... Name (print): .....

Date: .....