



## QUEENS' SCHOOL

*Dare to be Great*

### Learning Support Practitioner

#### Job Description

<b>Post title:</b>	LSP
<b>Reporting to:</b>	SENCO
<b>Purpose</b>	To promote academic and social success, maximising outcomes for all students.
<b>Main Responsibilities</b>	To support, plan, prepare and deliver assigned programmes of learning activities under the overall direction and supervision of a teacher to individuals and small groups modifying and adapting activities as necessary.
<b>Hours of work:</b>	30 hrs per week, 8.30am – 3.00pm, term time only 30 minute lunch break.

#### Supporting students

- To support plan, prepare and deliver assigned programmes of learning activities under the overall direction and supervision of a teacher to individuals, small groups modifying and adapting activities as necessary
- Assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning
- To devise strategies to address underachievement, setting students individual targets and co-ordinating appropriate support
- To keep accurate records and actively monitor and track student progress
- Liaise with staff and other relevant professionals and provide information about students as appropriate
- To assist with the development and implementation of Passports for Learning including attendance at, and contribution to, reviews as appropriate
- To encourage inclusion and acceptance of all students and their special needs
- To provide support and challenge to enable learning within group and individual learning situations.
- To establish a positive working relationship with students, provide praise and promote the development of a student's self-esteem
- To facilitate and actively encourage independent communication with other students.
- To encourage the development of independence and self-reliance.

## General

- The post holder will also work as part of the school support team and is occasionally expected to provide initial cover throughout the whole non-teaching area as necessary e.g. in the case of staff sickness
- First aider
- Fire Marshal

## Training & development of self

- Set personal targets and take responsibility for own continuous professional development
- Attend and update the appropriate training to your role

This job description reflects the major tasks to be carried out by the jobholder and identifies the level of responsibility at which the jobholder will be required to work

This job description may be subject to review and/or amendment at any time to reflect the requirements of the job. Any amendments will be made in consultation with any existing jobholder, and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests

## OTHER SPECIFIC DUTIES

- To carry out the duties in the most effective and economic manner available
- To support the school ethos
- To maintain confidentiality at all times
- To carry out and communicate Queens' School's values in all aspects of work
- To contribute to the safeguarding and promotion of the welfare and personal care of students with regard to Child Protection Procedures

***In order to deliver services effectively, a degree of flexibility is needed and the post holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post at the appropriate grade.***

Signed	Date

October 2023