

### English Learning Support Assistant

We are looking to appoint a learning support assistant to support our Pupil Premium students. Successful candidates will have a good level of skill in English and be passionate about helping to improve student outcomes. The post would provide an ideal opportunity to gain excellent experience for people considering a career path into the teaching profession.

Salary: Grade 5 (£16,487 - £17,630 pro rata) AAAE5052

Hours of work: 30 hours per week, 38 weeks (term-time plus Inset Days as required)

Contract: Permanent

Job purpose: To support pupil premium students in making progress in English.

Key responsibilities:

#### **Supporting the students**

- To develop knowledge of the range of learning support techniques and understand the specific needs of the children to be supported.
- To enable students to learn as effectively as possible both in group situations and on his/her own by
  - : clarifying and explaining instructions;
  - : ensuring the student can use equipment and materials provided;
  - : motivating and encouraging the student;
  - : assisting in weaker areas, e.g. reading, spelling, basic numeracy, behaviour etc;
  - : helping students to concentrate;
  - : meeting physical needs but encouraging independence;
  - : liaising with classroom teachers, the Curriculum Leader and the Assistant Head: Inclusion about Individual Learning Plans;
  - : developing appropriate techniques and resources to support students.
- To establish a supportive relationship with the students.
- To develop methods of promoting / reinforcing students' self-esteem.
- To lead small group teaching of intervention groups.
- To cover for known absences of colleagues in the English department.

#### **Supporting the teacher**

- To work in conjunction with the classroom teacher on pupil monitoring and progress.
- To participate in the evaluation of the impact of the support offered.
- To provide regular feedback about each student's progress and needs to the classroom teacher and Curriculum Leaders.

#### **Supporting the school**

- Where appropriate, to develop a relationship to foster links between home and school.
- To liaise, advise and consult with other members of the team supporting the student.
- To contribute to the reviews of children's progress.
- To attend relevant in-service training and other courses.

- To be aware and supportive of school procedures.
- To be aware of confidential issues linked to home/student/teacher/school work and to keep confidences appropriately.
- To provide planned classroom supervision within the curriculum area.

This post would suit someone who is:

- Knowledgeable about and has at least a GCSE qualification relevant to English. An A level would be desirable.
- Calm and confident.
- Tactful and diplomatic.
- Honest and trustworthy.
- Able to communicate effectively and empathise with students aged 11 - 18 years.
- Self-motivated, energetic and solution focussed.
- Able to plan ahead with initiative.
- An excellent communicator.
- Able to understand how students learn.
- Able to be flexible with an enthusiasm for learning.
- Familiar with a secondary school environment.

Information for applicants: **Closing date: 26<sup>th</sup> January 2024 at 12 noon.**

Please be advised that it is the school's normal practise to request references as part of the short-listing process. Should this be inconvenient, please mark this clearly on your application form. If you have not heard from us within four weeks of the closing date, please assume that your application has been unsuccessful on this occasion

To apply:

Complete the enclosed job application form and explain in writing (no more than two sides of A4) the experiences and personal skills you have which will enable you to fulfil the requirements of this role. Kindly submit by post or email [lcc@malbank.cheshire.sch.uk](mailto:lcc@malbank.cheshire.sch.uk)