



King's Academy College Park

1:1 Learning Support Assistant Job Description

Job Purpose

Provide essential 1:1 support to a student with diverse and complex learning needs.

Job Summary

The successful candidate will work closely with a specific student, providing individualised support to ensure their physical, emotional and academic needs are met. You will be required to adapt learning materials and teaching approaches, working collaboratively with the teaching staff and SENCO. This role demands a high level of patience, empathy, and a deep understanding of working with children who have complex needs.

Key Responsibilities

- Provide 1:1 support to a pupil with complex additional needs, including learning difficulties, physical disabilities, or communication challenges
- Assist with personalised learning strategies, ensuring that lessons and activities are accessible and engaging
- Demonstrate an excellent and creative delivery of numeracy and literacy (as well as other subjects)
- Offer emotional and social support, helping the child develop confidence and independence
- Support the student in all aspects of their daily routine, including transitions and sensory needs
- Assist in developing and modifying learning materials and resources to suit the assigned student's specific needs
- Encourage and promote positive behaviour, confidence, and independence within the classroom and throughout the school environment
- Provide emotional support, helping the student manage any frustrations or anxieties that arise during the school day
- Continuously assess and document the assigned student's progress, maintaining accurate records and reporting to the Special Education Needs Coordinator and classroom teacher
- Maintain open and clear communication with the assigned student's parents, guardians, and other relevant staff members, providing updates on their performance and addressing concerns
- Familiarise yourself with and utilise technology tools and equipment to enhance the assigned student's learning experience
- Stay updated with best practices in special education and attend relevant training and workshops to improve your skills in supporting the assigned student
- Work in partnership with teachers, the SENCO, and other professionals to implement individual education plans (IEPs)
- Create a safe, inclusive, and supportive learning environment

Qualifications/Skills

- Minimum of GCSE Grade C or equivalent in relevant subjects
- A minimum of 2 years' professional experience working with vulnerable children
- Experience supporting students with additional/complex needs and barriers to learning
- Experience managing and de-escalating challenging behaviours
- Knowledge of special education strategies and techniques
- Strong communication and interpersonal skills
- Patience, empathy, and the ability to work effectively with students with various abilities
- Willingness to adapt and learn new teaching methods and technologies

Working Conditions

- The position will primarily involve working with the assigned student in their learning environment.

Safeguarding

- Ensure personal understanding of the duties and responsibilities in relation to child protection and the safeguarding of children and young people. This includes understanding of the academy Child Protection Policy, Safeguarding policy and Code of Conduct
- Ensure all issues relating to pupils are reported immediately to the delegated member of staff
- Attend mandatory training and refreshers to ensure a personal and up to date understanding of safeguarding requirements

Health, Safety & Security

- Ensure a personal awareness of and compliance with, policies and procedures related to health, safety, and security, confidentiality, and data protection
- Ensure concerns are reported immediately to the delegated member of staff
- Attend mandatory training and refreshers to ensure personal and up to date understanding of relevant policies and practices

Equity, Diversity & Inclusivity

- Contribute to the development of a workplace culture that promotes equity, diversity and inclusivity

Other responsibilities

- At the discretion of the Headteacher, roles and responsibilities may change with the nature of the job described above.

To be reviewed annually as part of the Performance Management/Appraisal Process.