

NEW MILLS SCHOOL

Job Description

Post:	Specialist Teaching and Learning Assistant (Maths)
Post Ref:	Lead LSA
Grade:	8
Line Manager:	Assistant SENDCO / SENDCO
Liaison with:	Teaching Staff, Teaching Assistants, Professional Staff Involved in the Education of Children, Parents
Purpose of the Post:	To carry out duties and responsibilities outlined below to lead a team of Learning Support Assistants and support the SENDCO in raising the learning and attainment of students while also promoting their independence, self-esteem and social inclusion.

DUTIES AND RESPONSIBILITIES:

Knowledge and understanding

- Lead LSAs are expected to meet the expectations of Learning Support Assistants (LSAs) in relation to knowledge and understanding.
- In addition to the expectations of LSAs, Lead LSAs are expected to support LSAs on a day-to-day basis in relation to knowledge and understanding

Teaching and learning

- Lead LSAs are expected to meet the expectations of LSAs in relation to teaching and learning.
- In addition to the expectations of LSAs, Lead LSAs are expected to:
 - Support LSAs on a day-to-day basis in relation to Teaching and Learning
 - Use their knowledge and understanding to collaborate with HLTAs on 1:1 provision
 - Use their knowledge and understanding to collaborate with HLTAs to plan, deliver and monitor intervention programmes required by students
 - Deputise for HLTA Maths/numeracy if they are part time or are absent

Working with others

- Lead LSAs are expected to meet the expectations of LSAs in relation to working with others.
- In addition to the expectations of LSAs, Lead LSAs are expected to:
 - Support LSA team on day-to-day basis in relation to working with others
 - Work with HLTAs to identify students for small-group intervention.
 - Work with HLTA Maths/numeracy to plan, deliver and review numeracy interventions required by students

GENERAL RESPONSIBILITIES

Personal and professional conduct

- Lead LSAs should uphold public trust in the education profession by:

- Having proper and professional regard for the ethos, policies and practices of the school in which they work as professional members of staff.
- Demonstrating positive attitudes, values and behaviours to develop and sustain effective relationships with the school community.
- Having regard for the need to safeguard students' well-being by following relevant statutory guidance along with school policies and practice
- Promoting social and emotional development of the students alongside other team members
- Upholding values consistent with those required from teachers by respecting individual differences and cultural diversity.
- Committing to improve their own practice through self-evaluation and awareness, and participating in the School's performance management scheme.

School duties and meetings

- To perform duties and attend meetings as reasonably required.
- To act as a first aider (training provided as needed)
- To carry out such particular duties as the Headteacher may reasonably direct from time to time.

Note: This job description will be subject of a review as part of the appraisal scheme on a regular basis and any part of it may be amended as a result of such a review or at any time after consultation with the post holder.

Post holder's signature:

Post holder's name:

Date: