



## LSA Level 2 Job Description

**EMMAUS**  
CATHOLIC MAC  
Our journey with Christ

## St Wulstan's Catholic Primary School - Job Description

<b>Post title:</b>	LSA Level 2
<b>School:</b>	St Wulstan's Catholic Primary School
<b>Salary and grade:</b>	Emmaus Grade 4 Points 5-6
<b>Responsible to:</b>	The Principal and The Local Governing Body

### Main purpose of the job:

To undertake work/care/support programmes, to enable access to learning and to assist a teacher in the management of pupils and the classroom. To support teaching staff in the development and education of pupils including the provision of specialist skills as appropriate.

### Main Activities

#### Support for Pupils

- Assist pupils, on an occasional basis, with personal hygiene routines including toilet training, changing on incontinent/sick children, dressing and undressing.
- Supervise the learning activities of individuals or groups of children
  - Under the instruction/guidance of a teacher, support pupils with non-specific learning difficulties
  - Under the instruction/guidance of a teacher, support pupils with behavioural, emotional and social development needs e.g. implementation of behaviour management policies/promotion of school policies relating to pupil behaviour.
  - Under the instruction/guidance of a teacher/external agency worker support pupils with communication and interactions difficulties.
  - Assist pupils in the use of resources including IT
  - Maintain pupils' interests and motivation
  - Support individuals and group work assigned by the teacher in raising core skills.
  - Support individual education plans
  - To be aware of pupil problems, achievements, progress and report to the teacher as agreed.

- Supervise and provide particular support for pupils, including those with special needs ensuring their safety and access to learning activities
- Establish a constructive relationship with pupils and interact with them according to individual needs.
- Provide feedback to pupils in relation to progress and achievement under the guidance of a teacher.

### **Support for the Teacher/School**

- Provide support for learning activities by contributing to supporting a teacher in the planning and evaluation of learning activities and supporting the delivery of learning activities.
- Contributing to organising effective learning environments and maintaining appropriate records.
- Undertake routine marking in line with school policy.
- Design and produce displays with minimal supervision.
- Contribute information to pupil records (e.g. assessment information)
- Support out of hours school learning activities (within established guidelines)
- Monitor pupils' responses to learning activities and record achievement/progress as directed.
- Provide regular feedback to teachers on pupil achievement, progress and problems.
- Promote good pupil behaviour, dealing promptly with conflict and incidents and reporting in line with school policy.
- Support the use of ICT in learning activities and develop pupils competence and independence in its use.
- Participate in training and other learning activities and performance development as required.
- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety, security, confidentiality and data protection, reporting all concerns to the appropriate person.
- Contribute to the overall ethos/work/aims of the school.
- Participate in training, other learning activities and performing development as required.
- Attend and participate in relevant meetings as required.

The school will promote and safeguard the welfare of all children, enabling every child, whatever their background or their circumstances, to have the support they need to: be healthy; stay safe; enjoy and achieve; make a positive contribution; achieve economic well-being; recognise their own dignity and the dignity of others as children of God.

All staff in school will be expected to accept reasonable flexibility in working arrangements and the allocation of duties in pursuance of raising pupil achievement.

