



Job Title: Learning Support Assistant with Midday Meals (Holy Trinity CE Primary School)

Reports to: Class Teacher / SENCO / Headteacher

Location: Holy Trinity CE Primary School, Cuckfield

Salary:

Contract Type Part-time – 5 mornings and lunchtime supervision

Job Purpose:

To support the learning, development and progress of children in a primary school setting, including those children with special educational needs/differences (SEND), by working under the direction of teaching staff to help create an inclusive, engaging, and supportive learning environment.

Key Responsibilities:

- Support individual children or small groups under the direction of the class teacher, including those children with additional needs, EAL
- Assist with the implementation of individual education plans (ILPs) or behaviour management plans where appropriate
- Promote positive behaviour and encourage children to interact and work cooperatively with others
- Prepare and adapt learning materials and resources as required
- Support children's emotional and social development, helping to build confidence, self-esteem and independence
- Assist with the assessment and recording of pupil progress
- Help to create a safe and stimulating environment that encourages learning
- Supervise pupils during break times, on educational visits, or in other non-classroom settings as required
- Work collaboratively with teachers, other LSAs, and external agencies as appropriate
- Maintain confidentiality and follow school safeguarding and child protection policies at all times

Person Specification:

Essential:

- Good literacy and numeracy skills
- Experience of working / interacting with children
- Patient, empathetic and a genuine interest in supporting children's learning
- Strong communication and interpersonal skills
- Ability to follow instructions and work as part of a team

Desirable:

- Knowledge or willingness to learn of strategies to support literacy, numeracy, or specific learning difficulties (e.g. autism, ADHD, dyslexia)

Safeguarding Statement:

Holy Trinity CE Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The post is subject to an enhanced DBS check and satisfactory references.