



Job Title: Learning Support Lead (SEN and Intervention)

Salary: Grade 5

Hours of work: 37 hours per week TTO (8am-4pm)

Responsible to: Senior Leader - SEN

Post Objective:

To support the SENCO to ensure that support meets the needs of students with SEND, and those from vulnerable groups.

To lead and manage Learning Support Assistants and Graduate Interns including the deployment of LSAs as per student need.

Duties, Responsibilities and Key LSAs:

- To support the Senior Leader (SENCO) with the timetabling and deployment of Learning Support Assistants to meet the needs of students.
- To liaise with the Learning Support Lead (Cover and enrichment) to enable Learning Support Assistants to be re-deployed efficiently
- To play a key role in the preparations of bids and providing the necessary support and paperwork accordingly.
- To lead and manage the team of LSAs including return to work interviews, performance management and the day to day management of staff.
- To deliver foundation learning to small groups of vulnerable students.
- To support students with specific needs within the classroom
- To offer support to the classroom teacher to accelerate progress of all students, especially those in vulnerable groups.
- To mentor individuals or small groups of students from vulnerable groups to support them in making accelerated progress.
- Prepare paperwork to ensure exam dispensation regulations are met for students who need this additional support.
- To manage (cover) classes and deliver pre-planned work when colleagues are absent, ensuring that high standards as set out in academy policies are maintained, especially with regard to Teaching and Learning, Behaviour and Safeguarding.
- To use allocated time to produce differentiated resources under the direction of Heads of Faculty.
- To be responsible for running short courses. For example organisation/coping with ASD/numeracy/literacy/extended writing and revision, ensuring full evaluation of the courses delivered.



- To meet and greet all students on arrival to school, perform break duty as directed by Senior staff and send all students off calmly at the end of the school day.
- To contribute to the schools programme of extra provision, including before and after school clubs for students such as, homework and study support, targeting those with needs but to also promote inclusion for all.
- To deal with safeguarding concerns according to school policies
- Perform any LSAs or duty under the reasonable direction of the Senior Leadership team.

The responsibilities of the post may be reviewed and modified in light of the needs of the academy. Any changes of a permanent nature will be incorporated into the job description and will therefore be the subject of negotiation with the post holder.

Note: It is expected that all post holders at Magnus Academy take part in training opportunities provided as part of their continued professional development and that any gained time to be taken in lieu.