



Learning Support Assistant – SEN Resource Hub

Job Title: Learning Support Assistant (SEN)

Location: Albrighton Primary School and Nursery

Grade/Salary: Scale 3 SCP 5 £13.26 an hour

Hours: 32.5

Contract Type: Fixed term until end Summer 2027

Reporting to: SENCo / Resource Hub Lead

Start Date: Summer Term

Purpose of the Role

To work under the guidance of the Hub manager and SENCo to support the learning, development and wellbeing of pupils within the SEN Resource Hub. The role involves providing targeted support to pupils with a range of special educational needs, ensuring they can access learning effectively, make progress, and engage positively in school life.

Key Responsibilities

Support for Pupils

- Provide individual or small-group support to pupils with a range of SEN, including communication and interaction needs, cognition and learning difficulties, and social, emotional or mental health challenges.
- Adapt learning tasks and materials to ensure accessibility and appropriate challenge.
- Support pupils' social and emotional development, promoting confidence, resilience, and independence.
- Implement strategies recommended by teachers, SENCo and external specialists (e.g., SALT, OT, educational psychologists).
- Contribute to behaviour regulation using trauma-informed approaches.
- Assist pupils with personal care needs where required, following school policy.

Support for Teaching & Learning

- Work collaboratively with our hub manager/teacher to plan and deliver high-quality provision.

- Help prepare, set up and tidy learning resources and environments.
- Support the assessment of pupils by contributing observations and feedback.
- Implement EHCP targets and individualised support plans effectively.
- Use a range of communication strategies (visual supports, structured routines, modelling) to enhance access to learning.

Support for the School

- Promote inclusion and ensure pupils feel valued, safe and supported.
 - Communicate effectively with colleagues, contributing to review meetings and monitoring of pupil progress.
 - Build positive relationships with parents and carers.
 - Adhere to safeguarding policies and maintain confidentiality at all times.
 - Participate in CPD opportunities, INSET days and training related to SEND and trauma-informed practice.
 - Contribute to the wider life of the school, including events, trips and enrichment activities.
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Person Specification

Essential Skills & Experience

- Level 2 or 3 Supporting Teaching and Learning in Schools Certificate
- Experience supporting children with special educational needs in a school or similar setting.
- Understanding of effective strategies for supporting pupils with SEN, including differentiation and scaffolding.
- Ability to build trusting, positive relationships with children, especially those with additional needs.
- Strong communication skills, both written and verbal.
- Ability to work collaboratively with teachers, support staff, parents and professionals.
- Understanding of safeguarding and child protection within an educational environment.
- Flexibility, creativity and the ability to respond calmly under pressure.

Desirable Skills & Experience

- Experience in a specialist provision, unit or hub.
- Knowledge of trauma-informed practice.

- Experience with pupils with ASD, ADHD, SEMH, SLCN or physical/medical needs.
 - Training in Team Teach/CPI, Makaton, Attention Autism or similar approaches.
 - Experience contributing to EHCP reviews or supporting pupils with EHCPs.
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Personal Qualities

- Warm, patient, nurturing and emotionally aware.
- Passionate about improving outcomes for children with additional needs.
- Reliable, professional and committed to high standards.
- Willing to learn, reflect and adapt practice.
- Enthusiastic about being part of a supportive and inclusive school community.