

## Learning Support Assistant

(To support groups of children across the school)

Infants age 3-7

NOR 645

Grade 2, Point 3 to 5

This post is fixed term in the first instance until 31<sup>st</sup> August 2024 and part time – 39 weeks, term time only and is required as soon as possible

8.30am – 3.30pm, with half hour lunch break, (32.5 hours per week)

## About the School

Gilmour Primary School is a successful, happy and caring community with 645 pupils on roll. We are a large 3 form entry school with a 26 place full time Nursery. The age range of pupils is 3-11 years - we are a popular choice for families. Our motto is 'Learning Together, Growing Together'. We do our utmost to ensure every child is happy, confident, realises their potential and leaves us with lasting memories of their education.

## About the Role

- Support the school in the implementation of safeguarding procedures
- Support teachers in the education and welfare of children
- Provide structured support in accordance with specific work programmes
- Contribute to the assessment of children's learning and development
- Encourage good behaviour and children's participation in lessons
- Contribute to the promotion of high self-esteem and positive self-image for all children
- Contribute towards the preparation of teaching materials, the maintenance of resources and assist in the presentation of work and displays
- Assist in maintaining and managing a high quality indoor and outdoor learning environment
- Ensure children's safety at all times, both in and out of the classroom
- Encourage children to participate in activities throughout the day including break and lunchtime
- Supervise children when required during non-teaching time
- Some personal care may be required

The above list is not exhaustive. Duties, tasks and responsibilities may vary.

## Personal Qualities

- Commitment to professional development
- An understanding of how children learn
- Patience and sensitivity
- Enthusiastic and friendly
- Competent and highly organised
- Capable of working independently and as part of a team

- Able to use initiative
- Good ICT skills
- A flexible approach

**Gilmour Primary school is committed to safer recruitment, safeguarding and promoting the welfare of children. We expect all staff and volunteers to share this commitment.**

**Our selection processes aim to discourage and screen out unsuitable applicants.**

**Successful candidates are subject to rigorous pre-employment checks. All references and qualifications will be thoroughly checked prior to appointment.**

**We are committed to equality and fairness and do not discriminate on any grounds.**

**Closing date Thursday 22<sup>nd</sup> August 2024 at 12 noon. Shortlisting 10.00 am on Friday 23<sup>rd</sup> August 2024 . Interviews and tasks Tuesday 27<sup>th</sup> August 2024.**