



## Learning Support Assistant

NOR: 410

Grade: NJCJE Grade 2 Point 3 – 5

FTE £23,646 - £24,440 (Pro-Rota)

Contract Type: Fixed Term till 22<sup>nd</sup> July 2025 – Term Time Only – possibility of being made permanent.

Contract Term: 37.5 hours a week (includes 30mins lunch), working hours to be confirmed upon appointment

Start Date: ASAP

### About the School

St. Matthew's Catholic Primary School is two form entry primary school situated in Clubmoor. Our children are happy and eager to learn and are fiercely proud of their school. Our staff place pupils' welfare and well-being at the heart of all they do and we ensure that pupils' spiritual, moral, social and cultural understanding is carefully and strongly nurtured in our caring school. The Head Teacher and the Governing Body are looking to appoint an enthusiastic, motivated and dedicated learning support assistant to join our friendly team.

### About the Role

This role is for a Learning Support Assistant to work across the key stages EYFS, KS1 and KS2

### Role and Responsibilities

- ✚ To support and implement the school's aims, objectives and policies in every way.
- ✚ To support teaching and learning as directed by teachers and leaders in school.
- ✚ To deliver targeted support for individuals and small groups.
- ✚ To deliver named interventions to improve pupil outcomes.
- ✚ To attend regular staff meetings and parent's occasions as directed by school leaders.
- ✚ To constantly re-appraise professional performance and to participate in training courses plus to keep informed of and updated of all Legislation, practices, development and issues.
- ✚ To set high standards and expectations for the children by personal example in terms of punctuality, appearance and manner of address.

### Personal and Professional Qualities

Experience of (or willingness to train in) delivering phonics through the Read Write Inc programme or any other recognised primary school interventions and a certificate in first aid would also be preferable. In addition, English and Mathematics GCSE or equivalent is essential. The successful applicant will be subject to enhanced clearance through the Disclosure and Barring service.

### How to Apply

Application packs are available on the school website <https://matthews.school/>

Please submit your completed application to Mrs D. Tippey via email [d.tippey@stmatthewscps.co.uk](mailto:d.tippey@stmatthewscps.co.uk).

References will be requested before interview for those who are shortlisted.

Closing Date: Monday 31<sup>st</sup> March 2025

Short Listing Date: Tuesday 1<sup>st</sup> April 25 – successful candidates will be informed by 4pm on Tuesday 1<sup>st</sup> April via email.

Interview/Tasks Date: Wednesday 9<sup>th</sup> April 2025