

## **JOB DESCRIPTION**

### **KICKSTART**

**POST: Kickstart – Learning Support**

**REPORTS TO: Line Manager/Principal**

#### **Post Summary**

- To support individual and small groups of students.
- Support students' learning across the curriculum.
- Support students' access to learning through the effective use of ICT.
- Contribute to the personal and social education of all students, including the development of students' self-esteem.
- Adapt and customise curriculum materials.
- Contribute to the management of student's behaviour and encourage the students to conform to the Academy's expectations of behaviour.
- Support students with to access extended school activities.
- Promote students' well-being and resilience.
- Support teachers in the administration of examinations, tests and controlled assessments.
- Escort and supervise students on educational visits and out of school activities.
- Provide personal care to students where required.
- Supervise changing areas as required.
- Ensure and maintain confidentiality.
- Act as a positive role model for students.
- Attend staff meetings as requested.
- To complete written records of student progress.

Such other duties as may be appropriate to achieve the objectives of the post or to assist the Academy in the fulfilment of its objectives commensurate with the post holder's salary grade, abilities and aptitudes.

Any changes arising will take account of salary and status. They will also be subject to discussion and individuals or sections affected and with appropriate trade unions.

**Shireland Collegiate Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.**