



## **Learning Support Assistant**

### **Role Description**

Waverley College is a Year 5-12 Catholic boys school in the Edmund Rice Tradition situated in the eastern suburbs of Sydney. The College has two campuses in close proximity to each other, Senior Campus (Year 7-12) and Junior Campus (Year 5-6). The College seeks to develop innovative learning, student formation and wellbeing programs designed to assist boys flourish across their spiritual, intellectual, social, emotional, cultural and physical dimensions.

#### **PURPOSE of POSITION**

A teachers' assistant helps students in the mainstream and learning support classroom setting, in the playground and at co-curricular activities, including those off-campus. They are expected to initiate positive, cooperative and flexible involvement under the guidance of teachers, with the aim of helping students become more confident and independent.

Teacher assistants work directly with students with specific learning difficulties, sensory impairment, physical disabilities, emotional and anxiety disorder, behaviour disorder, Tourette's syndrome and autism spectrum disorder.

#### **Essential Criteria:**

A commitment to working towards the goal of, achieving access to education for students with disabilities on the basis as students who do not have disabilities.

Sound communication skills, including sensitivity towards students, parents and teachers, as well as, discretion in handling confidential information.

A flexible worker, able to readily work across the College campus and sporting fields, in response to changing student needs and school activities.

Sound technology skills: able to readily use information platforms to record school information, attendance and performance, as well as communicating with colleagues.

Willingness to learn set content in faculty areas, so as to be able to capably assist students; this may include reading a set text, familiarising themselves with technology, such as Garage Band and Google Classrooms, or learning mathematical concepts.

#### **Day to day duties:**

Assist students with personal care activities, including but not limited to, dressing for sporting activities.

Assist students with limited mobility, including but not limited to, carrying learning materials and sporting equipment around the campus, on sporting fields and off-campus extra-curricular activities.

Maintain records of support provided.

Assist with preparing learning resources.

Communicate regular with Learning Support and mainstream teachers regarding student progress.

Assist students with organisation and planning, classwork, homework and assignments.

Work collaboratively in the classroom with mainstream teachers in supporting students in all areas of the curriculum, including Visual Art, Construction, PE, Technology, Mathematics, Food Technology, Drama, Science and English.

Administer reading and spelling tests.

Supervise small numbers of students sitting exams or provide assistance to teachers supervising larger groups.

Daily tracking of students' progress, using monitoring charts, over prolonged periods, for example two to three week blocks, recording behaviour, work completion and attentiveness and reporting back with results to counsellors and teachers.

Other assigned duties, as delegated by the Head of Department – Learning Support.

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