



Learning Support Assistant

**Full time equivalent salary starting salary £25,001 gross per annum (pro rata to £18,206)
(Hillview Range 4 Point 2-5 £25,001-£25,381 fte)**

**Hours of work: 31hrs per week, term-time only, plus Inset days.
(Hours between 8.20am and 3.30pm)**

Are you passionate about supporting learners with special needs and/or disabilities (SEND)?

We are looking for enthusiastic Learning Support Assistants to join our friendly team here at Hillview School for Girls.

WHY CHOOSE US?

Hillview School for Girls is a popular, high achieving, non-selective school based in Tonbridge, Kent. We provide focused education for girls from Year 7 to 11, to support them to become confident learners. In Years 12 and 13 we educate our learners in a mixed environment as preparation for work and further / higher education.

Hillview has a dedicated team supporting learners to think innovatively through an inspiring range of activities in lessons and as part of our extensive extra-curricular offer. We are an inclusive environment which believes that SEND learners are best supported in the classroom, with a specialist teacher so LSA's will often support in the classroom. However, we also offer an intervention programme in small groups and one to one within the Learning Support Department as well as duty desk oversight of our learning support hub. Your role may be in the classroom or the hub depending on the dynamic and changing needs of the department

You will have the skills to:

- Deliver planned 1:1 and small group support as needed, and as specified by the Director of SEND which may include movement (e.g. sensory circuits) or support, literacy and numeracy, social understanding or emotions
- Work with designated subject area staff to provide in-class support for students with special needs and / or disabilities
- Identify when a learner is struggling emotionally and be able to support as directed
- Actively encourage students to participate in learning tasks and activities consistent with their developmental level, physical abilities and medical conditions
- Provide praise and encouragement to students to recognise and promote positive pupil behaviour in line with school policies
- Use equipment and materials in a correct, safe manner consistent with legal and school requirements
- Be able to recognise and refer any safeguarding issues by following school policy

Professional skills and attributes

- Work well as part of a collaborative team
- Excellent timekeeping, punctuality and able to work to deadlines
- Strong communication skills
- IT literacy
- Model a growth mindset through flexible thinking and commitment to continual personal development
- Give encouragement and feedback using language and vocabulary which the student is likely to understand
- Be able to build effective learning relationships with learners, whilst maintaining professional boundaries both in your language and behaviour with learners.

**Interested applicants please return a completed application form by e-mail to Mrs Amanda Dennett,
HR Manager at dennetta@hillview.kent.sch.uk**

Closing date for applications: Friday 28 November 2025

Please note: Applications may be considered whilst the post is being advertised. Hillview School reserves the right to close earlier than the stated deadline

Hillview School is committed to safeguarding and promoting the welfare of all our students and we expect all staff to share this commitment. The successful candidate will be subject to an enhanced DBS check.