

Job Description

Job Title	Teaching Assistant – Interventions and Support
Grade	Scale 5
Reports to	Deputy SENCO
Responsible for	Supporting identified students
Liaison with	Members of the Faculty, teaching and support staff.
Job Purpose	To provide small group and 1:1 interventions to support the academic and social attainment of young people with SEND and other vulnerable young people.
Principal Accountabilities	To implement agreed support 1;1, in small groups or as support in the classroom.
Duties	<ul style="list-style-type: none"> • To implement a range of interventions as directed to support students' achievements and overcome barriers to learning. • To take responsibility for the preparation, maintenance and control of stocks of materials and resources as required for lessons and other work completed in line with usual duties. • Working with individuals or groups of children to provide targeted intervention, as directed. • Providing classroom support as required. • Understand specific learning needs and styles and provide differentiated support to pupils individually and within a group • Establish positive relationships with pupils and families who they support • To identify and support the closing of the gap in literacy and numeracy attainment <p>In addition to the responsibilities above, the post holder may be asked to participate in the following aspects of supporting young people, but this will not be within the main focus of the role.</p> <ul style="list-style-type: none"> • Promote the inclusion and acceptance of children with special needs within the classroom ensuring access to lessons and their content through appropriate clarification, explanation and resources • Promote positive pupil behaviour in line with school policies and help keep pupils on task • Write reports and records as required • Monitor and record pupil responses and learning achievements, resolving all but the most complex

	<p>problems independently</p> <ul style="list-style-type: none"> • To be involved in planning, organising and implementing One Plans, including attendance at, and contribution to, reviews • To attend to pupils' personal needs including help with social, welfare and health matters, including minor first aid. This would include, but not exclusively, dressing, toileting and delivering physiotherapy sessions. • Liaise with staff and other relevant professionals and provide information about pupils as appropriate • To assist with the display and presentation of pupils' work • To supervise pupils for limited and specified periods including break-times when the postholder should facilitate games and activities • To assist with escorting pupils on educational visits. • To deliver physiotherapy / stretching sessions as directed by professionals from the Health Services as directed and required • To be responsible for your own Continued Professional Development
<p>General</p>	<ul style="list-style-type: none"> • To understand and apply school policies in relation to health, safety and welfare, including responsibilities under Safeguarding Legislation • Attend relevant training and take responsibility for own development • Attend relevant school meetings as required • To respect confidentiality at all times • To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager. • To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace • Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy • To build and develop relationships with parents, Outside Professionals and any members of the team around the child to ensure that joint working is paramount in meeting the outcomes of young people • To complete One Plan Meetings – including the

	<p>preparation and paperwork – for key students</p> <ul style="list-style-type: none">• To have a mentoring role for students with SEND as required• The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. <p>The duties above are neither exclusive nor exhaustive and the postholder may be required by the Headteacher, Deputy Headteacher or Assistant Headteacher to carry out appropriate duties within the context of the job, skills and grade.</p>
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

LEARNING ASSISTANT (L)

General heading	Detail	Examples
Qualifications & Experience	Specific qualifications & experience	Successful experience working with children in a school environment Educated to NVQ Level 3 in learning support/early years or equivalent qualification/experience Completion of DCSF induction programme
	Knowledge of relevant policies and procedures	Basic knowledge of First Aid and good understanding of the School
	Literacy	Good reading and writing skills
	Numeracy	Good numeracy skills
	Technology	Good working knowledge of ICT to support learning
Communication	Written	Ability to write detailed reports, letters etc
	Verbal	Ability to use clear language to communicate information unambiguously Ability to listen effectively
	Languages	Specialist language/communication skills if appropriate
	Negotiating	Ability to negotiate effectively with adults and children
Working with children	Behaviour Management	Ability to demonstrate effective implementation of the school's behaviour management policy
	SEN	Successful completion of training to support SEN if appropriate
	Curriculum	Detailed understanding of the school curriculum Good working knowledge of specialist curriculum area(s) if appropriate
	Child Development	Detailed understanding of child development Ability to assess progress and performance and recommend appropriate strategies to support development
	Health & Well being	Understand and support the importance of physical and emotional wellbeing
Working with others	Working with partners	Ability to make a proactive contribution to the work of the team supporting children, their families and carers Ability to work with parents and carers to improve support for children
	Relationships	Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults
	Team work	Ability to work effectively with a range of adults
	Information	Contribute to the development and implementation of effective

		systems to share information
Responsibilities	Organisational skills	Good organisational skills Ability to remain calm under pressure
	Line Management	Ability to manage and support the work of others
	Time Management	Ability to manage own time effectively
	Creativity	Demonstrate creativity and an ability to resolve problems independently
General	Equalities	Awareness of and promotion of equality
	Health & Safety	Good understanding of Health & Safety
	Child Protection	Good understanding and effective implementation of child protection procedures
	Confidentiality/Data Protection	Understand procedures and legislation relating to confidentiality
	CPD	Demonstrate a clear commitment to develop and learn in the role Constantly improve own practice/knowledge through self-evaluation and learning from others