



Role Profile

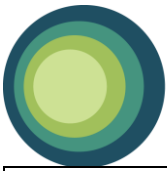
Job Title:	Teaching Assistant (Band 1)
Salary	TPAT 2
Responsible to:	SENCO/Teaching staff
Direct Supervisory Responsibility for:	None
Important Functional Relationships: Internal/External	Teachers, pupils, support staff, parents

Main Purpose of Job:

- To take a pro-active role in the support of the educational, social and physical needs of the pupils
- To support the curriculum and the school through the provision of assistance to the teacher in the practical organisation of class activities and small group work

Main Duties and Responsibilities:

- To assist individuals and groups of children in developing knowledge, skills and attitudes as defined by the Curriculum. To take into account the learning support involved to aid the children to learn as effectively as possible
- To establish supportive relationships with the pupils to encourage acceptance, inclusion, social integration and individual development, promoting and reinforcing pupils' self-esteem.
- To supervise an individual or small group of children within a class under the overall control of the teacher
- To assist in preparing, using and maintaining relevant teaching resources, including wall displays and cleaning up classrooms after activities
- To assist with lunch and break time supervision of children on a rota basis in accordance with the School's Policy for Playground Supervision.
- To accompany children on educational visits and outings as supervised by the Teacher
- To assist with the assessment, monitoring and recording of children's progress, achievement, health, behaviour and general wellbeing and to feedback any to the Teacher or Headteacher as appropriate
- To be aware of confidential issues linked to home/pupil/teacher/school work and to ensure the confidentiality of such sensitive information
- To attend staff meetings and school-based INSET as required. To meet with the SENCO and/or other appropriate staff
- To administer basic first aid and assist in the dispensing of medically prescribed controlled drug in line with school procedures if trained



- To carry out administrative tasks associated with all of the above duties as directed by the teacher

General/Other:

- To ensure that pupils needs are prioritised and to have a clear sight of how this role impacts on the academy's and the trust's pupils at all times
- To act as a Trust team member and provide support and cover for other staff where needs arise inclusive of occasional work at other sites within a reasonable travel distance
- To be aware of and adhere to all Trust policies and procedures
- To be responsible for your own continuing self-development and attend meetings as appropriate
- To undertake other duties appropriate to the post as required



Person Specification

	Essential	Desirable	Recruiting method
Education and Training	Good levels of literacy and numeracy		Application
Skills and Experience	Experience of working with children Organisational skills Good communication skills	Experience of working with children in a school or similar environment	Application/Interview/Assessment
Specialist Knowledge and Skills	Demonstrates an awareness, understanding and commitment to the protection and safeguarding of children and young people Demonstrates an awareness, understanding and commitment to equal opportunities		Application/Interview/Assessment
Behaviours and Values			Application/Interview/Assessment

The Trust is committed to safeguarding, promoting the welfare of children and to ensuring a culture of valuing diversity and ensuring equality of opportunities.