

Position: Teaching Assistant to support SEND

School: Barnton Community Nursery and Primary School

Responsible to: Head of School

Purpose of this role

The post requires you to work with class teachers to deliver effective provision, and enable access to learning for pupils. Work may be carried out in the main stream classroom, in our specialist resource provision, or outside the main teaching areas.

Main duties and responsibilities

1. Working with class teachers to provide support for pupils, with special needs, ensuring their safety and access to learning activities.
2. Establish constructive relationships with pupils and interact with them according to individual needs.
3. Promote the inclusion and acceptance of all pupils.
4. Encourage the pupils to interact with others and engage in activities led by the teacher.
5. Set challenging and demanding expectations and promote self-esteem and independence.
6. Provide feedback to pupils in relation to progress and achievement under guidance of the teacher.
7. Create and maintain a purposeful, orderly and supportive environment, in accordance with the lesson plans and assist with the display of pupils' work.
8. Use strategies, in liaison with the teacher, to support pupils to achieve learning goals, targets/appropriate to EHC plans.
9. Assist with the planning of learning activities.
10. Monitor pupil's responses to learning activities and accurately record achievement/progress as directed.
11. Provide detailed and regular feedback to teachers on pupils' achievement, progress, problems etc.

The duties and responsibilities in this job description are not exclusive or exhaustive and the post holder will be required to complete such duties as may reasonably be expected within the scope and grade of the post.

Person specification

Criteria	Essential (E) or Desirable (D)
<p>Qualifications and Experience</p> <p>Relevant qualification, or working towards this Experience of working with children of relevant age Experience of undertaking classroom tasks</p>	<p>D E E</p>
<p>Knowledge and Skills</p> <p>Ability to work as part of a team Ability to manage resources Good communication skills (oral and written) Good numeracy and literacy skills Ability to maintain confidentiality Basic knowledge of First Aid Paediatric First Aid Ability to make effective use of IT (e.g. Word, Excel) Flexible attitude to work Knowledge of safeguarding requirements</p>	<p>E E E E E D D E E E</p>
<p>Personal Qualities</p> <p>A drive and ability to provide clear direction to pupils, and enthuse and motivate them</p> <p>Ability to demonstrate a commitment to do everything possible for each pupil, and enable all pupils to be successful, supporting them in their learning and helping them to become confident and independent learners</p> <p>Demonstrable energy for setting and meeting challenging targets, for pupils and the school</p>	<p>E E E</p>

An ability and willingness to adapt to the needs of a situation and change tactics	E
An ability to work with others to achieve shared goals	E