



SEND TEACHING ASSISTANT

JOB DESCRIPTION

Ampney Crucis C of E Primary School	
Job Title: SEND Teaching Assistant	Salary: Grade 5 pts 11-14 depending on experience (£21,748-£23,080 pa pro rata) Hours: 17.5 hours a week
Closing Date:	Monday 3 rd February 2025
Interview Date:	Thursday 6 th February 2025
Start Date:	ASAP

Job Details:

Teaching Assistant responsible for working with high needs SEND child on 1:1 basis.

Main Purpose:

To collaborate with staff in planning and delivering teaching, learning and communication activities for a child identified as needing 1:1 support.

The primary focus is to undertake educational activities with an individual, within a framework agreed with and under the overall direction and supervision of a qualified teacher.

Key Duties and Responsibilities:

Roles and Responsibilities:

In support of the pupil the Teaching Assistant will:

1. Attend to the pupil's personal needs, including social, emotional, health and welfare matters.
2. Attend to the pupil's intimate needs (using the toilet facilities.)
3. Under the direction of the class teacher and using specialist knowledge or experience, support pupils' learning using strategies appropriate to the needs of the pupil and provide resources as required.
4. Work with the Class Teacher and other school staff in providing for the inclusion of all children, to know and apply school policies on Child Protection, Health and Safety, behaviour, teaching and learning and Equal opportunities.
5. Contribute to the planning of teaching and learning for the pupil on a short, medium and long term basis and to the development and implementation of an individual's My Plans.

6. Monitor the pupil's responses to the learning activities and, where appropriate, modify or adapt the activities.
7. Support the pupil to access the wider curriculum.
8. Work towards developing the pupil's independence in learning and personal care needs
9. Support the pupil in developing social skills both in and outside the classroom.

In support of the Class Teacher(s) the Teaching Assistant will:

1. Contribute to monitoring, recording and assessment of pupil progress, as agreed by the Class teachers.
2. Feedback to the Class teacher/ other Teaching assistant/SENCo on any observed difficulties in understanding or skills.
3. Liaise with the Class Teacher over the content of the lessons in order to clarify learning intentions and establish the most effective way to support the pupil.
4. Be one of the points of contact for external professionals, as necessary, ensuring close liaison, feeding back to the class teacher and implementing recommendations.
5. Contribute to the planning and review of outcomes in the process of My Plan + reviews and ECHP reviews.

In support of wider school policy and practise the Teaching Assistant will:

1. Contribute to our whole vision, "together we live, learn and flourish" and our Christian Values.
2. Act in accordance with the principles and guidelines set out in the school's Behaviour Policy.
3. Be aware of and comply with policies and procedures relating to child protection, health & safety and security, confidentiality, and data protection, reporting all concerns to an appropriate adult.
4. Be aware of, and support, difference and ensure pupils have equal access to opportunities to learn and develop.
5. Develop and maintain supportive relationships with parents. Work collaboratively with other agencies and professionals a necessary, to meet the personal and educational needs of the individual pupil.
6. Attend and participate in relevant meetings as required.
7. Accompany teaching staff and pupils, as appropriate, on visits, trips and out of school activities.
8. Undertake other tasks as mutually agreed with the SENDco, Class teacher, when necessary.