



**St. David's C of E Primary School**  
**Job Description – Teaching Assistant (1:1)**

**Main purpose:** to work under the guidance of the class teacher, SENDCo and senior staff team to support and assist in the implementation of agreed work programmes for the named pupil. This may be in the classroom or outside the main teaching area. To support and assist with the pastoral care of the pupil in and out of the classroom.

**Main duties and responsibilities:**

- Provide and assess support for the named pupil, ensuring their safety and access to learning activities.
- Through planned interventions make every effort to raise the attainment and progress of the pupil you are working with and be accountable for this.
- Be fully aware and contribute the child's EHCP- through planning and assessing activities, when necessary to support the child's needs.
- Liaise with the teacher and SENDCo to share progress and other relevant information- either in person, through a book or email.
- All interventions with child should be initially assessed and then at the end to show impact.
- Set challenging and demanding expectations and promote self-esteem and independence.
- Establish a good relationship with the named pupil and other pupils, acting as a role model and being aware of and responding to the needs of individuals.
- Monitor and evaluate the named pupil's responses to learning activities through observation and planned recording of achievement, keeping up to date records as agreed with the SENDCo and Senior Leaders.
- Assisting the pupil with activities outside the classroom, including supervision around the school, cloakroom and on educational visits.
- Caring for the safety of the pupil, including familiarisation with fire drill and evacuation procedures.
- Attend to the pupil's physical welfare such as assisting the child changing, sickness etc. in line with our Intimate Care policy.
- Share good practice with other staff, both from within our setting and from other educational settings.
- Be aware of the National Teaching Assistant Standards and use these to support your work.
- Taking part in relevant staff development training.
- Attend meetings where needed to discuss the progress of the individual pupil as required.
- Promote the inclusion of the pupil in the school community.
- Undertake such other duties and assuming such responsibilities as may from time to time be reasonably assigned by the headteacher.

All staff have a requirement to attend Safeguarding Training and to follow the school guidelines relating to Safeguarding.