

Learning Together: Working as One

Aspire; Believe; Succeed; Excel

Friday Bridge Primary School



Job Description – Apprentice Teaching Assistant

This school is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.

As a Teaching Assistant you are required to support the classroom teacher to facilitate the active participation of children in the academic and social activities of the school. Contribute to raising standards of achievement for all pupils.

1. Support for children

- Assist the classroom teacher and assist in adapting lessons to meet the needs of individual children and small groups.
- Assist in delivering learning activities with small groups who would benefit from a different learning approach.
- Maintain supportive relationships with individual pupils, small groups and parents/carers to ensure they understand and can achieve the tasks.
- Provide learning support to children with significant care needs, or where English is not their first language.
- Encourage and promote inclusion in the classroom, ensuring all pupils feel involved with tasks and activities.

2. Support for the curriculum

- Support the school curriculum, including literacy and numeracy activities.
- Provide targeted support to enhance learning and improve attainment.

3. Support for the teacher

- Assist in maintaining class records and contribute to reports on pupil progress and development as directed.
- Organise the learning environment and develop classroom resources as required.
- Undertake support activities for the teacher as required, e.g. photocopying, preparation of materials, mounting displays.
- Contribute to the management of pupil behaviour, including anticipating and taking action to prevent potential problems arising.

4. Support for the school

- Develop and maintain effective working relationships with other staff and parents or carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings.
- Assist in facilitating school events, e.g. school plays, events.