

Teaching Partner Job Description



Main purpose

Teaching partners will:

- Work with class teachers to raise the learning and attainment of pupils
- Promote pupils' independence, self-esteem and social inclusion
- Give support to pupils, individually or in groups, so they can access the curriculum, take part in learning and experience a sense of achievement

Duties and responsibilities

Teaching and learning

- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase achievement of all pupils including, where appropriate, those with special educational needs and disabilities (SEND)
- To work confidently with children on a 1:1 basis, group or class basis
- To have a strong commitment to raising standards whilst also being able to make learning fun
- Through planned interventions make every effort to raise the attainment and progress of the pupils you are working with and be accountable for this
- To adapt work where needed to meet the needs of the pupils you are working with to access learning
- Set challenging and demanding expectations and promote self-esteem and independence
- To use own initiative and be proactive when working with pupils in order to meet their individual needs
- Use effective behaviour management strategies consistently in line with the school's policy and procedures
- Establish good relationships with children whilst setting firm boundaries
- Observe pupil performance and pass observations on to the class teacher
- Supervise a class if the teacher is temporarily unavailable
- Attend and participate in relevant meetings as required
- Establish constructive relationships with parents/carers and work with parents to enhance pupils learning
- Undertake any other relevant duties given by the class teacher

Planning & reviewing

- Contribute to effective assessment and planning by supporting the monitoring, recording and reporting of pupil performance and progress as appropriate to the level of the role
- Read and understand lesson plans shared prior to lessons, if available
- To identify children's strengths and targets to help build their development

- Keep up to date records of work undertaken with specific pupils
- Regularly evaluate interventions being delivered, using baseline assessments where appropriate

Working with colleagues and other relevant professionals

- Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher
- To input and offer advice/recommendations to MyPlan writing and reviewing
- Communicate their knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
- With the class teacher, keep other professionals accurately informed of performance and progress or concerns they may have about the pupils they work with
- Have good interpersonal skills especially when dealing with children, colleagues and parents/carers whilst upholding the ethos of the school
- Develop effective professional relationships with colleagues

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school

Health and safety

- Promote the safety and wellbeing of pupils, and help to safeguard pupils' wellbeing by following the requirements of Keeping Children Safe in Education and our school's child protection policy
- Look after children who are upset or have had accidents

Professional development

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
- Take part in the school's appraisal procedures

Personal and professional conduct

- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school

- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community
- Respect individual differences and cultural diversity

Teaching Partners are required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

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