

Job Description



As well as the responsibilities set out below there may on occasion be reasonable requests for other duties not listed. These will always be within the scope of your role and capability.

Job Title	Higher Learning Teaching Assistant	Location	Lyde Green Primary School	Hours	35
Reports to	SENDCo	Line Manages	N/A	Grade	CSET 8
Qualifications: A good standard of general education equivalent to NVQ level 3 or equivalent with some relevant experience, or substantial relevant experience in a similar role or environment. HLTA status.					
Role Profile					
<p>Ensure that pupils are empowered in having the complete school experience regardless of needs and that they are able to achieve their personal academic success. To also complement the professional work of teaching staff by taking responsibility for designated learning activities to support literacy, numeracy and wider curriculum provision and improve outcomes. This may involve taking a lead responsibility for the delivery of defined learning activities and to advise staff in strategies to support specific students in the classroom.</p> <p>You'll support and extend young children's learning through the curriculum across the school. You'll work closely with the teachers to monitor the pupils' progress and development. You will cover classes across the school whilst teachers take their PPA time and you will work with the EYFS and Year 1 Inclusion Team. You may be dealing with very specialised needs, using your skills and experience to assist pupils in their learning environment.</p>					
Person Specification					
<p>It is essential that you have demonstrable experience in supporting all pupils, including those with specialist needs. You should have proven experience and strong knowledge of the Primary Curriculum and EYFS and Year 1 teaching and learning. You will be able to work independently and take initiative whilst working collaboratively with a dedicated team. You'll be a confident communicator and a positive role model for students and colleagues alike.</p> <p>It will be essential that you have the necessary experience to support pupils with their individual needs as outlined in an EHCP. You will have up to date knowledge and continuing professional development in any specialist area of responsibility and be committed to continuing your personal development. You will be able to work independently, take initiative and be flexible and you will be able to plan and deliver lessons as needed. You'll be personable and be able to build effective relationships with pupils and your peers and colleagues across the Trust, so will be personable and approachable. You will be a positive role model for the students.</p>					
Responsibilities					
<ul style="list-style-type: none"> ● Provide PPA cover when required. ● To take a lead role in delivering specific learning activities to individuals or groups of students. This may include the delivery of learning activities to groups of students without a teacher present. 					

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- To participate in the delivery of local and national learning strategies.
- To make a significant contribution to the planning and preparation of learning activities for students identified as needing alternative school provision.
- To provide the relevant teacher(s) with appropriate feedback and reports on student achievement, progress and development.
- To promote the inclusion and acceptance of all students within the classroom. This will include providing specific support to students and contributing to the implementation and review of Individual Plans.
- To use ICT effectively to support learning activities and to develop students' competence and independence in its use.
- To select, prepare and/or modify resources appropriate to designated learning activities designed to improve student's performance.
- To participate, where required in the organisation or provision of supervisory arrangements for students during break times and on out-of-school activities such as swimming lessons.
- To comply with, promote and contribute to the review of whole school policies and procedures including those relating to child protection, behaviour management and health and safety.