

Liberty Primary School

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LONDON BOROUGH OF MERTON

LIBERTY PRIMARY SCHOOL

JOB DESCRIPTION

POST TITLE: KS1 AND KS2 TEACHING ASSISTANTS

GRADE: PAY SCALE ME4 POINT 3 - 4 (PRO RATA)

LOCATION: LIBERTY PRIMARY SCHOOL

RESPONSIBLE TO: HEADTEACHER/ CLASS TEACHER/ SENCO

DATE: SEPTEMBER 2026

JOB CONTEXT:

This job description reflects the requirements of current School Teachers' Pay and Conditions and aligns with the vision, values and policies of the Governing Body and Headteacher at Liberty Primary School.

PURPOSE:

We are looking to appoint skilled, enthusiastic and committed support staff to work across Key Stage 1 and Key Stage 2. The successful candidates will support high-quality teaching and learning, helping pupils to achieve their full potential both academically and socially.

The role includes supporting whole-class learning, delivering targeted interventions, working with children with Special Educational Needs and Disabilities (SEND), and helping to create a safe, inclusive and engaging learning environment.

DUTIES AND RESPONSIBILITIES

- Support the class teacher in delivering engaging and effective learning activities
- Work with individual pupils and small groups to support learning and progress
- Deliver targeted interventions in literacy, phonics, reading, writing and maths
- Support children with SEND by adapting activities and resources to meet individual needs
- Build positive relationships with pupils to support confidence, wellbeing and positive behaviour
- Use skilled interactions to support children's communication, language and learning
- Support the delivery of phonics and early reading interventions where appropriate
- Help to create and maintain a positive, safe and stimulating learning environment
- Observe and report on pupil progress to teachers and leaders
- Support classroom organisation, preparation of resources and displays
- Build strong and positive relationships with parents, carers and professionals

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- Promote safeguarding, health and safety, equality and wellbeing at all times
- Work collaboratively as part of the wider school team
- Attend relevant training, meetings and professional development opportunities
- Support positive play and social interaction during lunchtime sessions
- Act as a play leader at lunchtime, helping to promote engaging, inclusive and active play opportunities in line with the school's OPAL approach
- Use ICT effectively to support learning, including iPads, computers and educational apps