

This post is eligible for a DBS check under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (i.e. it involves certain activities in relation to children and/ or adults) and is defined as regulated activity under Part 1 of the Safeguarding Vulnerable Groups Act 2006.

Job Title:	Teaching Assistant L2
Grade:	3 (Point 5 – 6)
Full Time Salary:	£24,790 – £25,183 per annum
Responsible to:	
Responsible for:	
Key Relationships/ Liaison with:	SENCO, Teaching staff, other Teaching Assistants, external agencies
Job Purpose:	To work under the direction and supervision of a teacher to assist with teaching and learning and associated activities in accordance with school policies and procedures. This may include assisting with planning, delivery and evaluation of learning activities; supporting in whole classes; and working with individuals and groups of pupils.
Occupational Standards:	Teaching Assistant Professional Standards

Main Duties and Responsibilities

- To assist with the planning, delivery and evaluation of whole class learning activities, including identifying how the pupils can best be supported.
- To work under the direct / indirect supervision of a teacher to plan, deliver and evaluate learning activities for groups or individual pupils, providing feedback on pupil engagement and their achievement of the desired learning objectives.
- To help prepare, monitor and maintain a safe and secure learning environment in line with the teacher's lesson plans.
- To promote the development of pupil's self-reliance, self-esteem and emotional resilience.
- To promote, observe and report on pupil performance and development, using assessment strategies to improve learning.
- To support the physical, intellectual, emotional and social development of pupils, facilitating children and young people's learning and development.
- To promote the development of positive relationships and acceptable behaviour in accordance with school policy.
- To develop positive relationships with colleagues, providing consistent and effective support and working constructively as a member of the school staff team.
- To support pupils to improve their numeracy and literacy skills through focussed learning activities and more generally across the curriculum.
- To prepare and utilise ICT resources to support pupils learning.
- To prepare and support the use of learning materials, monitor and maintain

curriculum resources, and create visual displays in order to ensure a relevant physical learning environment.

- To provide care and encouragement to children and young people with disabilities or special educational needs, supporting them to participate in activities and liaising, if required, with parents / carers / other professionals as appropriate.
- To provide support for bilingual / multilingual pupils if required.
- To invigilate or provide authorised SEN support for internal and external tests and examinations under formal conditions.
- To assist with the maintenance of pupil record keeping systems, including recording agreed updates to individual records.
- To communicate as appropriate with parents and carers about the care and education of their children, as directed by the school.
- To assist volunteers based in your work area, as appropriate.
- To encourage participation in structured and unstructured learning activities, including play.
- To contribute to assessing and developing plans to meet the personal support needs of children and young people with additional requirements and assist in the implementation and evaluation of the plans.
- To lead an extra-curricular activity under the direction of the school but with limited direct supervision.
- To escort and supervise pupils on educational visits and out of school activities, ensuring their health, safety and wellbeing.
- To actively engage in own professional development and participate in the Trust's performance management arrangements.
- To proactively research CPD opportunities to enhance own knowledge and skills.
- To undertake additional duties as required, commensurate with the level of the job.

Teaching Assistant L2 – Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Level 2 qualifications in Maths / Numeracy and English / Literacy 	<ul style="list-style-type: none"> Level 3 Teaching Assistant qualification
Experience	<ul style="list-style-type: none"> Experience of supporting teaching and learning in a formal setting 	<ul style="list-style-type: none"> Able to demonstrate the ability to meet the Teaching Assistant Professional Standards
Knowledge / Skills	<ul style="list-style-type: none"> Knowledge of child protection and health and safety procedures Good written and verbal communication skills Good interpersonal skills Ability and willingness to undertake professional development Ability to demonstrate empathy with young people 	
Other	<ul style="list-style-type: none"> Understanding of safeguarding issues and ability to follow all Trust procedures relating to this A commitment to the Trust's aims & values Hold positive values and attitudes and adopt high standards of behaviour in a professional role Demonstrable commitment to teamwork and whole Trust improvement Integrity Self-motivated 	