

Lead Teaching Assistant required asap

Permanent Contract

Monday to Friday, inclusive

35 hours per week, 8:30 am to 4:00 pm inclusive of one 30-minute break

Grade APTC 5 Points 12 - 15

39 weeks per year, term time + inset days/twilight + 5.8 week's paid holiday

Are you passionate about supporting students, with special educational needs (SEND) to fulfil their potential? Do you have the ability to lead and manage own workload effectively? We have an excellent opportunity for a Lead Teaching Assistant to join our team. The successful candidate will have experience of working with students with SEND needs and have an understanding of potential barriers to learning. They will also have excellent communication and interpersonal skills, be patient and willing to be flexible.

Key Responsibilities

- Liaise with the SENDCo and Deputy SENDCo
- Manage the timetables of Teaching Assistants
- Provide in-class support across all subjects
- Hold a weekly teaching assistant department meeting and ensure information is communicated effectively
- Carry out lesson observations of teaching assistants to support them and help them to develop their skills
- Oversee literacy, numeracy and social skills interventions including the tracking of pupil data
- Collaborate with subject teachers to scaffold instructions and resources
- Support students to prepare for assessments and carry out the role of a reader or scribe if necessary
- Foster a welcoming and inclusive environment for all, in all aspects of school life

The above duties are neither exclusive nor exhaustive and the post holder will be required to carry out such other appropriate duties as may be required by the Headteacher, within the grading level of the post and the competence of the post holder.

What we offer:

- An opportunity to have a positive impact on the lives of young students
- Friendly, supportive colleagues
- Exciting links with other school partners
- Excellent training
- The chance to join a growing school with opportunities for personal development

We are an aged 11-16 mixed comprehensive with good pupils, supportive parents and an excellent staff.

If you think you could be the right person for us, please complete the application form which is available on Tes <https://www.tes.com> We reserve the right to close this vacancy early if we receive sufficient applications for the role.

Closing date: midday, Tuesday 9th July 2024

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974 and the successful applicant will be expected to undertake an enhanced DBS.

We welcome applicants regardless of age, gender, ethnicity or religion.



Headteacher: Ms S Madhvani

Hornchurch High School is part of the Partnership Learning Trust