



JOB DESCRIPTION

Job Title:	Level 2 SEND Teaching Assistant
Reports to:	SLT
Location:	Within the Federation
Pay Scale:	Level 2 Point 5 (approx. £14,789)
Hours:	32.5 hours per week, term time only

Job Purpose:

Support the classroom teacher to facilitate the active participation of SEND children in the academic and social activities of the school. Contribute to raising standards of achievement for all pupils.

Principal Accountabilities

1. Support for children

- In conjunction with the classroom teacher, adapt lessons to meet the needs of individual children and small groups.
- Take responsibility for delivering learning activities with small groups who would benefit from a different learning approach as agreed.
- Establish and maintain supportive relationships with individual pupils, small groups and parents/carers to ensure they understand and can achieve the tasks.
- Provide learning support to children with significant care needs, or where English is not their first language.
- Support children with significant development needs, e.g. cognitive ability, SEMH, learning skills, etc. as directed.
- Encourage and promote inclusion in the classroom, ensuring all pupils feel involved with tasks and activities.

2. Support for the curriculum

- Support the school curriculum, including literacy and numeracy activities.
- Provide targeted support to enhance learning and improve attainment.

3. Support for the teacher

- Contribute to the management of pupil behaviour, including anticipating and taking action to prevent potential problems arising.
- Assist in maintaining class records and contribute to reports on pupil progress/EHCP's and development as directed.
- Contribute to the planning and evaluation of work programmes for individual pupils and groups.
- Organise the learning environment and develop classroom resources as required.
- Undertake support activities for the teacher as required, e.g. photocopying, preparation of materials, mounting displays.

4. Support for the school

- Develop and maintain effective working relationships with other staff/parents/carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings when appropriate.
- Participate in and support the professional development of other teaching assistants as needed
- Assist in facilitating school events, e.g. school plays, discos, events.
- Any other duties as required by the Head of School/Executive Principal.

The Federation of Nene and Ramnoth Schools work with staff, colleagues and families to safeguard and promote the welfare of children and expect all staff to share this commitment.