**JOB DESCRIPTION**

***Midday Care Assistant***

**Severndale Specialist Academy Vision:**

Our children and young people are aged 2 ½ to 25 and have a range of learning difficulties. These include moderate, severe, complex and profound learning difficulties, those with autism, complex medical conditions and physical and mobility difficulties. A number of our young people present behavioural difficulties arising from their condition; many have communication difficulties.

**Purpose of the Post:**

While working under the instruction of the teaching staff and nominated teaching assistants, a Midday Care Assistant will support the personal needs of pupils through play, assisting with their personal welfare and feeding of an individual or small group of pupils.

**Duties and Responsibilities will include:**

***Midday Care Assistant Responsibilities***

* Participate in play activities, whilst pupils are in recreation time
* To feed pupils following plans and procedures where necessary
* To provide intimate care for children under the direction of classroom staff
* To be flexible and understanding within the working environment

***Support for Pupils***

* Attend to pupils’ personal needs including physical, hygiene and welfare matters
* Supervise and support pupils ensuring their safety
* Establish constructive relationships with pupils and interact with them according to individual needs
* Promote the inclusion and acceptance of all pupils
* Encourage pupils to interact with others, and engage in activities
* Encourage pupils to act independently as appropriate
* Be aware of pupil problems / progress / achievements, and report to the teacher as agreed

***Support for the School***

* Be aware of and comply with all policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
* Contribute to the overall ethos, work and aims of the academy
* Participate in training and other learning activities and performance development as required

***Reporting***

* Responsible to the Class Teacher, Department Lead, Assistant Principal and ultimately the Principal

***Midday Care Assistant***

* The grade of the post is Scale 2, capped at SP 3
* 7.5 hours per week
* Term-time only

The above job description does not define in detail all of the duties and responsibilities of the post in question. It may be necessary to re-evaluate areas of responsibility. After due consideration and discussion areas may be amended in consultation with the Principal.