**Job Description: SEND Teaching Assistant (Full-time)**

**Position:** SEND Teaching Assistant  
**Contract Type:** 32.5 hours term time. Fixed term 1 year contract subject to review.  
**Salary:**  £31,434 pro rata (Grade C Scale 3 Point 8)

**Role Overview:**

As a SEND Teaching Assistant at **Oxford Gardens Primary School**, you will play a key role in supporting pupils with Special Educational Needs and Disabilities (SEND) to access learning and thrive in our inclusive, nurturing environment. Working closely with class teachers, the SENCo, and other staff, your role will be essential in helping children reach their full potential—both academically and socially.

**Key Responsibilities:**

* Provide 1:1 and small group support to pupils with SEND
* Assist in the development, delivery, and review of Individual Education Plans (IEPs)
* Support teaching and learning activities across the curriculum
* Help create a positive and inclusive classroom environment
* Monitor and track pupil progress, feeding back to class teachers and the SENCo
* Adapt learning materials and resources to meet individual needs
* Promote and model inclusion, respect, and positive behaviour
* Supervising break or lunch duties to ensure the children are safe and secure when taking part in break times

**Person Specification:**

**Qualifications and Training:**

* Relevant qualifications or training related to SEND support
* Evidence of ongoing professional development

**Experience:**

* Experience working with children with SEND, ideally in a primary school setting

**Skills and Knowledge:**

* Good understanding of SEND and appropriate support strategies
* Ability to form strong, respectful relationships with children and adults
* Excellent communication and interpersonal skills

**Personal Qualities:**

* Empathetic, hard-working, patient, and resilient
* Committed to safeguarding and the welfare of children
* A positive team player who is adaptable and proactive

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**Make a real difference at Oxford Gardens Primary School**

We are looking for a committed and compassionate **SEND Teaching Assistant** to join our dedicated team at **Oxford Gardens Primary School**, a vibrant and inclusive school at the heart of our local community.

**About the Role:**

This is a full-time role supporting pupils with Special Educational Needs and Disabilities across a range of ages and abilities. You will work alongside experienced teachers and support staff to provide individualised support that enables all children to flourish.

**Why Join Oxford Gardens?**

* A welcoming, inclusive school community
* Ongoing professional development and support
* A strong commitment to pupil wellbeing and success
* The opportunity to make a meaningful impact every day

**Our Commitment to Inclusion and Safeguarding:**

Oxford Gardens Primary School is committed to equality, diversity, and inclusion in all aspects of school life. We welcome applications from all backgrounds and are proud to be an inclusive employer.

We are also committed to safeguarding and promoting the welfare of children. All appointments are subject to enhanced DBS checks and satisfactory references.

**If you're passionate about supporting children with SEND and want to be part of an ambitious and caring school, we would love to hear from you!**

PERSONAL STATEMENT- Please use up to two A4 sheets to explain why you are suitable for this position paying particular attention to the person specification. Share specific examples of your relevant experience, skills, and knowledge that demonstrate how you meet the criteria outlined in the person specification. Highlight Personal Skills: Be positive about your personal skills and achievements, as they can be just as important as professional experience.