

SPIRE JUNIOR SCHOOL



JOB DESCRIPTION

Job title: SEN Teaching and Learning Assistant - Grade 8

Responsible to: Headteacher

The Governing Body reserve the right to amend the job description at any time after consultation with the post holder.

GENERAL DESCRIPTION OF THE POST

To work under the guidance of teaching/senior staff and within an agreed system of supervision, to implement agreed work programmes with individuals/groups, in or out of the classroom. The TA may take responsibility for planning for a few regular groups/sessions, agreed between the TA and teacher, and authorised by the headteacher.

CORE REQUIREMENTS OF THE POST

The post holder will demonstrate essential professional characteristics, and in particular will:

- Engage and motivate pupils.
- Improve the quality of pupils' learning.
- Work as part of a team to support all children.
- Demonstrate empathy with and an appreciation of the needs of pupils.
- Be committed to making a real difference to the lives of our young people and their families / carers.

The role will involve:

- Supporting learning across the school.
- Supporting with curriculum subjects.
- Delivering interventions.
- Following intimate care plans within school if required. We define intimate care as maintaining the hygiene and personal care of a child where they are unable to do this for themselves.
- Following EHCP and GRIP plans alongside class teachers, including following advice from external agencies such as Autism Outreach and Behaviour Support.

PUPIL PROGRESS

- Establish constructive relationships and use a variety of methods to communicate with parents and other relevant professionals, in liaison with teacher, to support pupils' learning and progress.
- Promote the inclusion and acceptance of all pupils within the classroom, school and wider community.
- Encourage pupils to interact and work co-operatively in learning activities.
- Promote independence and employ strategies to recognise and reward its achievement.

PROFESSIONAL PRACTICE

- Maintain, develop and apply professional knowledge to enable effective teaching and learning support.
- Share such knowledge with colleagues to improve whole school effectiveness.
- Promote positive values, attitudes and good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour.
- Understand and apply the principles of good classroom management.
- Understand and apply a range of appropriate support strategies.

WHOLE SCHOOL ETHOS

- Where appropriate contribute to the formulation of school policies.
- Execute school policies.
- Use the performance management process to drive school improvement through the raising of standards of teaching and learning.
- Promote the wider aspirations of the school.