



JOB PROFILE

Post title: **Senior Teaching Assistant**
Responsible to: **Class teacher/ Head teacher**

Job purpose:

- Within an agreed system of supervision, work with teachers to support teaching and learning, providing specialist support to maximise pupil development and achievement.
- Roles at this level will be expected to carry out specified work. STA may also supervise whole classes during the short-term absence of teachers in unforeseen /unplanned circumstances.

Accountabilities/Duties

1. Provide and deliver learning activities for individuals and groups of pupils under the professional direction and supervision of a qualified teacher, differentiating and adapting learning programmes to suit the needs of allocated pupils.
2. Assess record and report on pupil development progress and attainment to the teacher against pre-determined learning objectives using detailed knowledge and specialist skills to support pupils learning
3. Share information about pupils with other staff, parents/carers, internal and external agencies attending and contributing to meetings, reviews and EHEPs as appropriate.
4. Support pupils, social emotional and physical well-being reporting concerns to the appropriate person.
5. Teaching Assistants in this role are expected to undertake at least one of the following:
 - a) provide specialist support to pupils with learning behavioural, communication social sensory or physical difficulties
 - b) provide specialist support to pupils where English is not their first language
 - c) provide specialist support to gifted and talented pupils
 - d) provide specialist support to all pupils in particular learning area (e.g. ICT, literacy, numeracy, National Curriculum subject, EYFS)
 - e) work with pupils with severe and complex learning difficulties and associated disabilities including those with challenging behaviour
 - f) provide specialist support and communication strategies as required e.g. PECs, signing, prescribed physiotherapy programmes, Team Teach, use of specialist aids and equipment.
 - g) in accordance with an agreed healthcare plan and following appropriate training as directed by the Head undertake medically invasive techniques such as feeding through gastroonomy tubes, use of nebulisers, oxygen administration, administration of medication.

This list is not exhaustive and other responsibilities may be included commensurate with the STA level of responsibility.

6. Have knowledge of and comply with all school policies and procedures including code of conduct, child protection, health and safety, security, confidentiality and data protection, reporting all concerns to a nominated person.
7. Advise, support and guide the work of other staff demonstrating own duties in particular specialist areas.
8. Administer medication in accordance with an agreed plan under direction of the Headteacher and following appropriate training/healthcare plan.
9. Escort and supervise pupils on out of school activities using own initiative to deal with issues that arise and maintaining good order and standards of behaviour.

10. Within the context of school behaviour plans and policies, use discretion and initiative to deal with unanticipated issues and encourage pupils to take responsibility for their own behaviour.

PERSON SPECIFICATION - Senior Teaching Assistant

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> QCF recognised relevant Level 2 	<ul style="list-style-type: none"> QCF recognised relevant Level 3 English, Maths and ICT at QCF Level 2. Additional specialist qualification.
Knowledge	<ul style="list-style-type: none"> Good working knowledge of ICT, literacy and numeracy. 	<ul style="list-style-type: none"> Up to date knowledge and understanding of the practices and procedures within education relating to the welfare, safety and education of children. Knowledge of relevant strategies to promote the learning, communication and behaviour of children with special educational needs. Working knowledge of National / Foundation Stage curriculum and other relevant learning programmes/strategies. Understanding of principles of child development and learning processes. Knowledge of how to support young people with sensory processing needs. Knowledge of attachment and trauma. Knowledge of positive behaviour support strategies.
Relevant Experience	<ul style="list-style-type: none"> Experience working with children Experience of working in a classroom setting. 	<ul style="list-style-type: none"> Experience in a special school setting. Experience of working with parents and families. Experience of children and young people with special educational needs.
Skills	<ul style="list-style-type: none"> Ability to self-evaluate learning needs and actively seek learning opportunities. Ability to relate well to children and adults. Able to work constructively as part of a team, understanding classroom roles and responsibilities and own position within these. Able to prioritise tasks and act on own initiative. Able to motivate and encourage children to develop to their full potential. Able to effectively promote literacy and numeracy across the curriculum. Common sense. Positive outlook and can do attitude. 	<ul style="list-style-type: none"> Use of other equipment technology – e.g. communication devices, Interactive Whiteboard, DVD, photocopier.
Other	<ul style="list-style-type: none"> Requirement for some out of school and/or out of term working to support specific activities or events as appropriate. 	