

Job Description

Job Title:	Specialist Teaching Assistant in Speech and Language
Multi Academy Trust:	Ted Wragg Trust Multi Academy Trust
Responsible To:	Speech and Language Therapist (SALT)
Salary Grade:	Grade D

1. Key Purpose of Job

- The main purpose of the job is to assist the SALT in the support of students who require speech and language interventions. This will involve being actively involved in identifying students, planning and delivering interventions to support them and with support from the SaLT and/or Speech and Language Therapy Assistant (SaLTA), to implement actions for students who have had a speech and language assessment. The job will also involve, under the supervision of the SaLT and/or SaLTA, working closely with other staff in the support of students who require additional support by identifying students, planning and delivering interventions to support them: both those delivered by the post holder and by other teachers and TAs. The job will also involve evaluating the impact and efficacy of these interventions.
- The post holder will also be required to provide training and guidance of other staff members within the Trust.

2. List Key Duties and accountabilities of the post

1. Regularly providing feedback to the SaLT and SaLTA about the systems in place to identify and meet the needs of students with speech and language difficulties and their effectiveness.
2. To assist raising SEND achievement across the trust through in-class support and extracted support of students.
3. To support in and conduct training of other staff members across the Trust in speech and language topics.
4. To contribute to the Equality Committee as required as part of the trust's Equality Policy.
5. To support individual students and to work with teachers on planning and preparation of lessons and interventions to meet students' needs.
6. To deliver lessons and interventions 1:1 in discussion with the SaLT and the Assistant SaLTA.
7. Using agreed systems, to assess students, identify SEND and review pupils' progress.
8. Using agreed systems, to help evaluate the effectiveness of interventions.
9. To assist in the reviewing process, and to develop and monitor Individual Plans as necessary.
10. Under supervision, to deliver intervention programs effectively to individuals, including assessing need, planning, delivering, and monitoring and evaluating effectiveness.
11. To use ICT effectively and to keep UpToDate records and reports of children and intervention groups.
12. Meet parents and outside agencies to discuss students' needs, targets, actions and progress, including contributing to and managing meetings.
13. Collecting and circulating advice as relevant.
14. Work within the Trust policy to anticipate and manage behaviour constructively and effectively and to promote students' self-control and independence.
15. To establish productive working relationships with students, acting as a role model and setting high expectations

16. Promoting inclusion within the Trust.
17. Complying with and assisting in the development of policies as appropriate such as those relating to Child Protection, Inclusion and Equality, Health and Safety, Confidentiality, Data Protection.
18. Reporting all Child Protection Concerns to the Designated Staff in line with Campus/Trust policy.
19. Organise and deploy resources effectively.
20. Give feedback to the SaLT/SaLTA on the effectiveness of resources.
21. Maintain existing resources.
22. Create a stimulating learning environment for the teaching of interventions and to support SEND.
23. Liaise with teaching assistants, teachers, students, parents and other agencies as requested.

3. Supervision / Line Management Responsibilities of the post

1. The post holder will be supervised by the SaLT and supported by the SaLTA.

4. Working Environment & Conditions of the post

1. In support of the Trust's vision and ethos of shared teaching and learning to improve educational outcomes for young people, the post holder may be required to travel and teach within any Campus in the Ted Wragg Multi Academy Trust.

5. Other Duties

1. All staff must commit to Equal Opportunities and Anti-Discriminatory Practice.
2. The Trust operates a Smoke-Free Policy and the post-holder is prohibited from smoking in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles.
3. The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members.
4. The post-holder is expected to familiarise themselves with and adhere to all relevant Trust and Campus Policies and Procedures.
5. The post-holder must comply with the Trust's Health and Safety requirements specifically for the Campus they are working at
6. This post is based at Cranbrook Education Campus but the post holder will be expected to visit most schools within the trust. A timetable will be agreed and created by the SaLT termly.
7. The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.
8. To undertake additional duties as required, commensurate with the level of the job.
9. To attend Awards Evenings and Celebration Events.

As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post.

Person Specification

	Essential / Desirable	Evidence
Qualifications and Experience:		
Educated to GCSE level Grade C or equivalent and to include Maths and English at Grade C and above	E	A, I, R
Experience working with children and young people	E	A, I, R
Experience working in an educational setting	E	A, I, R
Training in behaviour management	D	A, I, R
First Aid training	D	A, I, R
Mental Health qualification	D	A, I, R
Behaviours		
Effective team player	E	A, I, R
High expectations for accountability and consistency	D	A, I, R
Vision aligned with Cranbrook's high aspirations/expectations of self and others	E	A, I, R
Genuine passion and a belief in the potential of every child	E	A, I, R
Motivation to continually improve standards and achieve excellence	E	A, I, R
Knowledge		
Understanding of Childhood Development and adverse childhood experiences	E	A, I, R
Principles of THRIVE/Relational Approaches to behaviour/Boxhall/Attachment based mentoring	E	A, I, R
Skills and Effectiveness		
Commitment to driving standards and ensuring every child is challenged to achieve their maximum potential	E	A, I, R
Ability to form positive relationships with children, young people and adults	E	A, I, R
Able to respond calmly to challenging situations	E	A, I, R
Good communication, planning and organisational skills	E	A, I, R
Resilience, motivation and commitment to driving up standards of achievement	E	A, I, R
Musical Ability	D	A, I, R
Creative Ability	D	A, I, R

Able to use ICT effectively	E	A, I, R
Act as a role model to staff and children	E	A, I, R
Excellent communicator who enjoys working as part of a team	E	A, I, R
Commitment to regular and on-going professional development and training to establish outstanding classroom practice	E	I
Other		
Commitment to equality of opportunity and the safeguarding and welfare of all pupils	E	I, R
This post is subject to an enhanced DBS disclosure	E	A, I, R

Key to Evidence:

A – Application Form & Letter

C - Certificates

I - Interview

R – Reference