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## Job Description: Teaching Partner

**Reports to:** SENCO/ Inclusion Manager

**Start date:** September 2022

**Salary:** Scale 2 /3

**Hours:** 30 hours per week, term time only (39 weeks)

#### The Role

To support pupils, parents, teachers, and the school to establish a supportive and nurturing learning environment in which children make rapid academic progress and form habits of excellence.

#### Key Responsibilities

* Provide support for learning and playtimes
* Feeding back to the teacher/SENCO on progress made
* Promote independent learning
* Encouraging children to take responsibility for their own learning and promoting development of self-esteem
* Delivering interventions and programs for groups and individual children where appropriate.
* Liaise with the SENCO

#### Outcomes and Activities

#### Learning Support

* Promote inclusion and acceptance of all children in the school, including those with physical,

learning and behaviour difficulties

* Work with teachers to assess the needs of individual children
* Work with the SENCO and other teachers to implement SEN Support Plans and develop resources for children who have: English as a second language, speech or language impairments, or behaviours that interfere with learning and/or relationships
* Plan and facilitate group teaching
* Plan and undertake direction for one to one teaching and intervention and maintain records
* Observe, record and feedback information of pupil performance
* Assist in creating materials for curriculum delivery and display boards
* Assist with whole class teaching
* Assist with behaviour management within and outside the classroom.
* Assist pupils' achievement outside of the classroom, e.g., encouraging and facilitating social interaction at playtime.

#### Other support

* Supervise children in playgrounds, lunchrooms, etc.
* Liaise with outside agencies and implement programs, e.g., speech/language therapy, occupational therapy, physical therapy
* Maintain pupil and family confidentiality
* Attend regular meetings and training, as required
* Request to order resources to aid children learning where
* Run extra-curricular activities and participate in trips and visits.

#### Other

* Undertake other various responsibilities as directed by the Headteacher and SENCO/Inclusion Manager.

## Person Specification: Teaching Assistant

#### Qualification Criteria

* Maths and English GCSE or equivalent at grade C or above
* Qualified to degree level or equivalent
* Right to work in UK.

#### Behaviours

**Personal characteristics**

* Genuine passion and a belief in the potential of every pupil
* Helpful, positive, calm and caring nature
* Able to establish good working relationships with all other staff
* Able to follow instructions accurately but make good judgments and lead when required.

#### Specific skills

* Good communication skills, including written and oral
* Good numeracy and literacy skills
* Competent with computers and other technology
* Good administrative and organisational skills
* Able to lead intervention sessions for children after receiving comprehensive training
* Able to understand and implement particular strategies and methods to help children to improve their learning and enjoyment of learning
* Able to help implement the necessary routines and patterns to establish good behaviour management within the school
* Able to deal with minor incidents, first aid, and the personal health and hygiene of the pupils
* Understand the importance of confidentiality and discretion.

#### Other desirable training and skills

* An interest in music and the ability to play an instrument
* An interest in sporting activity.

#### Other

* Commitment to equality of opportunity and the safeguarding and welfare of all pupils
* Willingness to undertake training
* This post is subject to an enhanced DBS disclosure.