



Teaching Assistant (SEND)

St Matthias is a good school where staff know students well. Leaders work hard to ensure that everyone feels part of the school's diverse community. Students feel happy and safe at school. This is because leaders have created an environment where students are well supported and cared for. Leaders expect students to try hard in school. They do not tolerate disruption in lessons or at social times. In lessons students are polite and respectful of their teachers. Everyone gets access to a good-quality curriculum.

(Extracts from Ofsted Report published 10th January 2020)

Salary: NJC Grade 3 - £19,264 - £20,043

Term time only (actual salary from £16,485 for 44.5 weeks per annum onwards)

Contract type: Permanent

Responsible to: Assistant Headteacher – SEND and Inclusion

Start Date: September 2022

We are seeking to further expand the SEND learning support team and wish to appoint an enthusiastic Teaching Assistant to join our school.

You will need initiative and be able to work collaboratively to provide a caring and stimulating environment for our children. You must have good interpersonal skills, ICT skills and enjoy working with children. We offer a friendly supportive working environment with a commitment to the continued professional development of staff.

Duties will include (but are not limited to): supporting students, as groups or individuals; supporting teachers; supporting the school and curriculum, as required.

In particular:

- Work with individuals or small groups of students within the classroom under the direct supervision of teaching staff
- Work with students with special educational needs and/or with students for whom English is not their first language
- To be aware of student problems, achievements, progress and report to the teacher as agreed
- Monitor student responses to learning activities and record achievement/progress as directed
- Provide regular feedback to class teachers on student achievement, progress and problems

- Provide feedback to students in relation to progress and achievement under the guidance of the teacher
- Support learning by arranging/providing resources for lessons/activities under the direction of the line manager
- Reading and scribing for students for whom this is their normal way of working
- Sharing good practice regarding what works when supporting and individual or group
- Attend and participate in relevant meetings as required
- Assisting with the supervision of students out of lesson times at various times of the school day, including before and after school, according to contractual hours
- Accompany staff and supervise students on visits and trips as required
- The post holder is required to be aware of and comply with policies and procedures relating to child protection, equal opportunities, health & safety, security, confidentiality and data protection, reporting all concerns to the appropriate person.

The successful candidate will have:

- Experience working and supporting in an educational setting
- Successfully planned and delivered interventions and booster groups
- Maths and English GCSE level A – C or equivalent
- A positive and supportive influence on the teacher and children you support
- The ability to recognise the child's needs & adapt the learning accordingly to ensure children thrive
- Committed to the learning and development of children within your care.

Our school is committed to safeguarding and promoting the welfare of children. This post is subject to all necessary safeguarding checks this includes satisfactory references requested prior to interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications and of the right to work in the UK.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

Closing date: Thursday 29 September 2022

Interview date: week commencing 10 October 2022

To apply complete our application form accessible from our website or go to WMJobs - <https://www.wmjobs.co.uk/>

And return by email with a covering letter to recruitment@st-matthias.com

For further information please call the School on 01902 556400 or email recruitment@st-matthias.com

Website: www.st-matthias.com