

# Job Description

**Greensand Support Staff Salary****Scale:** 3-5**Contract type:** Part time, term time**Reporting to:** Headteacher, Class  
Teacher

## Teaching Assistant

### Job Purpose

To work with teachers as part of a professional team to support teaching and learning for all our children. All staff will:

- Resource, deliver and evaluate teaching and learning activities under the direction of a teacher/SENCO/SLT;
- Support access to learning for all children, ensuring inclusion and encouraging them to become independent learners;
- Supervise learning activities for whole class activities or for small groups of children;
- Implement appropriate behaviour management strategies;
- Support the development and effectiveness of the class team.

### Key Accountabilities

- To aid the academic and social, emotional development of pupils by:
  - Motivating and encouraging pupils as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs
  - Clarifying and explaining instructions, supported by strategies such as visual prompts (as directed by class teacher).
  - Ensuring the pupils are able to access the learning provision and resources.
  - Delivering academic and social/emotional intervention teaching sessions under the guidance of the class teacher and SENDCO
  - Using praise, commentary and assistance to encourage the pupils to concentrate and stay on task
  - Providing additional nurture support to individuals when requested by the class teacher or SENCO
  - Consistently and effectively implementing agreed wellbeing and regulation support strategies
  - Helping to make appropriate resources to support the pupils
- To establish supportive relationships with pupils

- To work with both small groups of pupils or individual children, providing 1:1 SEN support where necessary
- Monitor the pupil's response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
- To give positive encouragement, feedback and praise to reinforce and sustain the pupil's efforts and develop self-reliance and self-esteem.
- To create learning observations under the direction of the class teacher
- To support the pupils in developing social skills both in and out of the classroom
- To be aware of confidential issues linked to home/pupil/teacher/school
- To carry out lunchtime/breaktime duties.

**Notes:**

Duties may be varied to meet the changing demands of the school and the governing body, at the reasonable direction of the Headteacher.

**Person Specification:**

Knowledge and Experience

- Working with children
- Supporting learning with the EYFS and/or KS1

Skills & Competencies

- Able to develop appropriate, nurturing and trustful relationships with children
- Able to develop good working relationships within a team, with parents, governors and the community
- Communicate effectively both orally and in writing
- Good organisational skills
- Able to motivate self and others
- Calm under pressure