



Job Description

Location: Arkwright Primary School, School Lane, Arkwright Town, Chesterfield, Derbyshire, S44 5BZ

Salary: Redhill Academy Trust Pay Scale, Band 7, Scale Points 32 - 36

Hours of work: 26 hours per week, term time only

Responsible to: Headteacher and SENDCo

Post objective: To provide high-quality learning support to promote pupil progress across Key Stage 2, enabling all children to access learning, develop confidence and achieve their potential. The successful candidate will provide classroom, intervention, pastoral and SEND support, working closely with teachers, pupils and families to ensure every child is supported to succeed.

Main Duties and Responsibilities:

Classroom Support

- Under the direction of the class teacher, work with individuals and groups of children, including those with additional needs or on the Special Educational Needs register, to ensure each child has maximum access to learning opportunities.
- Support teaching and learning across Key Stage 2, including the delivery of mathematics lessons and follow-up activities.
- Often work with up to half a class during teacher-directed learning activities, supporting pupils to understand concepts, complete tasks and make strong progress.
- Under the guidance of teaching staff, plan, prepare and deliver support programmes and intervention activities, developing strategies to achieve learning goals.
- Deliver targeted intervention groups to support pupils in closing gaps in attainment and accelerating progress in mathematics, reading and other curriculum areas.
- Support pupils with SEND through the implementation of provision plans, individual targets and recommendations from outside agencies.
- Promote positive behaviour, engagement and inclusion within the classroom.
- Assist with the supervision of pupils outside the classroom, including accompanying teaching staff on educational visits and residential visits where appropriate.

Individual Support

- Work with teaching staff in the planning and implementation of individual learning and support programmes for named children and small groups.
- Support individuals with their academic, personal, social and emotional needs throughout the school day.
- Build positive relationships with pupils to promote confidence, resilience and independence.
- Help pupils develop strategies that enable them to become successful learners.
- Liaise with teachers, SENDCo and external professionals to ensure support remains effective and responsive to pupil needs.

Lunchtime and Pastoral Support

- Support pupils during lunchtime periods and social times, ensuring children are safe, well supervised and positively engaged.
- Encourage positive play, friendship development and inclusion for all pupils.
- Provide support for vulnerable pupils and those requiring additional guidance during unstructured times.
- Maintain high standards of safeguarding and pupil welfare at all times.
- Respond appropriately to accidents, incidents and wellbeing concerns, reporting these in line with school procedures.

Resources / Administration

- Assist in the development and maintenance of materials and equipment used in the classroom.
- Prepare learning activities and resources under the guidance of the class teacher.
- Assist in maintaining records of pupil progress and development.
- Contribute to reviews, parent consultations and meetings concerning individual pupils.
- Liaise regularly with class teachers regarding pupil needs and progress.
- Support administrative duties including registers, communications and record keeping.

General

- Liaise with other staff as necessary.
- Attend staff meetings, briefings and INSET activities where relevant.
- Participate in CPD and training opportunities to further develop skills, including training to support children's fitness, wellbeing and SEND provision.
- Uphold and actively support the policies and procedures of Arkwright Primary School and the Redhill Academy Trust.
- Undertake any other duties reasonably regarded as within the responsibilities of the post.