

## **Job specification for post of Teaching Assistant Grade 2**

### **Essential qualities**

- Minimum of GCSE grade C/4 in English and Maths, or equivalent
- Level 2 Teaching Assistant Qualification
- An ability to establish and maintain relationships with individual pupils and groups of pupils
- A positive and caring attitude to children
- An ability to maintain working relationships with colleagues
- Good organisational skills
- An ability to work as a team member
- Enthusiasm and commitment
- A strong commitment to developing professional practice
- Clear DBS check

### **Role purpose:**

To work with teachers to support teaching and learning by working with individuals or small groups of pupils under the direction of teaching staff. May be responsible for some learning activities within the overall teaching plan.

### **Key duties**

1. Implement planned learning activities/teaching programmes as agreed with the teacher, adjusting activities according to pupils' responses as appropriate.
2. Participate in planning and evaluation of learning activities with the teacher, providing feedback to the teacher on pupil progress and behaviour.
3. Support the teacher in monitoring, assessing and recording pupil progress/activities.
4. Provide feedback to pupils in relation to attainment and progress under the guidance of the teacher.
5. Support learning by arranging/providing resources for lessons/activities under the direction of the teacher.
6. Support pupils in social and emotional well-being, reporting problems to the teacher as appropriate.
7. Share information about pupils with other staff, parents/carers, internal and external agencies, as appropriate.
8. Understand and support independent learning and inclusion of all pupils as required.