



Job Description

Post Title:

Teaching Assistant Level 3

Salary range 7-17

Line Manager: SENDCo/TA Team Leader

Main Purpose of the role:

- To lead interventions-specifically functional skills English- for small numbers of students with EHCPs and those on SEN support with high need to include planning, teaching and assessing progress

Main Duties and Responsibilities:

Under the educational plan agreed with the teacher or designated supervisor a TA3 will carry out all those duties listed under a TA1 & 2 plus the following by utilising detailed knowledge and specialist skills to work collaboratively with the Classroom Teacher:

- To be fully involved in all stages of the planning cycle to ensure full and effective evaluation of children's curriculum experiences, i.e. planning for children's curriculum experiences, organising and managing learning experiences, intervene in/direct experiences, assess quality of experiences and recording achievement.
- in the preparation and planning of teaching and learning
- In carrying out pupil assessments and record information
- in the overall delivery of lessons and communication with pupils individually and in groups

General:

- To work within the schools policies and procedures
- To support the pastoral team in the administration of the schools behavioural system including detentions
- To take part in the schools Professional Review Process (BlueSky) and take advantage of any available training and professional development opportunities

M J Fieldhouse, Headteacher

- To be aware of and comply with policies and procedures relating to safeguarding, security, and confidentiality and strictly adhere to data protection regulations, reporting all concerns to an appropriate person/ line manager.
- Contribute to the overall ethos/work/aims of the school
- Attend and participate in regular meetings when appropriate
- To assume such additional responsibilities relevant to this position as the Headteacher may from time to time request.
- To be aware and respect the confidentiality nature of issues within school

M J Fieldhouse Headteacher

The Chase T: (01684) 891 961
Geraldine Road E: office@chase.worcs.sch.uk
Malvern
Worcestershire
WR14 3NZ www.chase.worcs.sch.uk