

## Job Description

<b>Title of post</b>	<i>General Teaching Assistant</i>
<b>Salary</b>	<i>NSAT Grade C/D, points 3-6. FTE (£24,796 - £25,989). Plus, a SEN allowance of £891.71 per annum.</i>
<b>Hours of work</b>	<b><i>All working patterns can be discussed including part time, split days and job share.</i></b> <i>27.5 hours per week (Monday to Friday 8:30am – 2:30pm) TTO plus 5 Training Days.</i>
<b>Line manager and responsible for reviews</b>	<i>Inclusion Manager</i>

### Purpose of the Post

Northern Star Academies Trust seek to recruit the very best people to work across our Trust Partnership. To fulfil the professional standards expected of all teachers and thereby create effective and stimulating opportunities for learning that enables the development and progression of all learners.

### Key Responsibilities

- Work within the NSAT Conditions of Service
- Support and promote the ethos, policies and development plan of the Academy/Trust
- Take part in performance management procedures within the Academy/Trust
- Attend and contribute to appropriate professional development meetings and training activities
- Undertake whatever other duties might reasonably be requested by the Head of Academy or Line Manager subject to appropriate competence and training.

### Main Duties and Responsibilities

- Provide support and encouragement to students
- Support the learning process under the direction of the teaching or other appropriate staff
- Under the general direction of the class teacher take part in establishing constructive relationships with students, parents/carers and with other agencies and professionals
- Understand the barriers to student's learning
- Provide, with appropriate guidance and supervision limits, educational, emotional and physical support to students
- Assist in the implementation of appropriate behaviour management strategies
- Observe a young person's behaviour, understand its context and notice any unexpected changes and share that information with the relevant and appropriate staff
- Know how to interact with young people in ways that support the development of their ability to think and learn
- Assist with the supervision of groups and individual students as required, both in lessons, corridors and playground



- Be responsible for promoting and safeguarding the welfare of children and young people
- Work in a team context forging and sustaining relationships across agencies and respecting the contributions of others working with children, young people and families.
- Provide feedback, as requested, to the SENDCO to support the planning and evaluation of the learning process in respect of groups and individuals students

*This job description will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the role in relation to the post holder's professional responsibilities and duties.*