



Kinderley Primary School

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

JOB DESCRIPTION

Job Title: Teaching Assistant - Level 2

School: Kinderley Primary School

Reports to: Head Teacher

Grade: Level 2

Location: Tydd St Giles

Hours: 8.45 - 3.15, 5 days a week with half an hour lunch break (30 hours per week)

Job Purpose:

Within KS2, provide one to one support for specific children, work with a small group within a nurture environment and provide planned intervention. Support the school to facilitate the active participation of children in the academic and social activities of the school. Contribute to raising standards of achievement for all pupils.

Principal Accountabilities:

1. Support for children

This will be to support children in/outside a classroom setting. You would also be providing interventions to a range of children within the key stage, working closely with class teachers, providing feedback and supporting a small group of children at lunchtime.

- Under the direction of the teacher, deliver lessons/activities to meet the needs of small groups of children or individuals.
- Establish and maintain supportive relationships with all pupils, small groups and parents/carers to ensure they understand and can achieve the tasks.
- Provide learning support to a child with needs if required.
- Support children with differing development needs as directed.
- Encourage and promote inclusion in the classroom, ensuring all pupils feel involved with tasks and activities.

2. Support for the curriculum

- Support the school curriculum, including literacy and numeracy activities.
- Suggest areas where ICT might be used to enrich pupil learning
- Provide targeted support to enhance learning and improve attainment

3. Support for the teacher

- Assist in maintaining class records and contribute to reports on pupils' progress and development as directed.
- Monitor and track progress and provide feedback to assist the teacher
- Contribute to the planning and evaluation of work programmes for individual pupils and groups.
- Organise the learning environment and develop classroom resources as required.
- Undertake support activities for the teacher as required, e.g. photocopying, preparation of materials, mounting displays.
- Contribute to the management of pupil behaviour, including anticipating and taking action to prevent potential problems arising.

4. Support for the school

- Develop and maintain effective working relationships with other staff and parents or carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings as required.
- Participate in the professional development of other teaching assistants as required.
- Assist in facilitating school events, e.g. school visits, events.
- Undertake first aid training, and provide intimate care if required.

PERSON SPECIFICATION

Title: **TEACHING ASSISTANT**

Please note that this contract is on a temporary basis, initially until July 2025.

Post: Level 2

Reports to: Head teacher

NB Please make sure that you address all the points in the person specification as this will be used for short listing.

EXPERIENCE

Working with or caring for children of relevant age

KNOWLEDGE/SKILLS (Essential Requirements)

An understanding of, and compassion for, children with a range of abilities and additional needs.

A general understanding of the KS2 curriculum.

A basic understanding of child development and learning.

The ability to support behaviour in class.

The ability to relate well to children and adults.

To be able to work constructively as part of a team, understanding classroom roles and responsibilities.

QUALIFICATIONS/TRAINING (Desirable Requirements)

Good numeracy/literacy skills.

NVQ 2 in teaching assistance or equivalent qualifications or experience.

First aid training or willingness to undertake training.

Knowledge of running interventions (academic and/or nurture)

Hours 8.45 - 3.15 with half an hour lunch (6 hours a day)

Start date as soon as possible.

Closing date for applications: Thursday 6th June 2024 (or earlier if sufficient levels of interest)

Interview and observations: week commencing Monday 10th June 2024