# Teaching Assistant Level 2 job description

| Employment details | |
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| **Job title** | Teaching Assistant Level 2 |
| **Reports to** | Head of School |

**General duties**

- Assist teaching staff to prepare classrooms for lessons and activities.
- Assist with school trips, events and activities.
- Encourage pupils to interact with others and engage in activities led by teaching staff.
- Supervise pupils' work and offer support where necessary.
- Monitor the needs and behaviour of pupils, and report these to teaching staff where appropriate.
- Undertake pupil record keeping as requested, e.g. taking registers.
- Assist teaching staff and other TAs with creating and maintaining displays throughout the school.
- Establish and maintain constructive relationships with pupils' parents and deliver pastoral support as required.
- Be a good role model to pupils in terms of behaviour and attitude.

**Supporting the school**

- Contribute to the ethos, value and aims of the school.
- Comply with all relevant legislation and school policies, including those relating to safeguarding, health and safety and data protection.
- Promote inclusion and acceptance of all pupils.
- Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtimes.

**Teaching and learning**

- Develop a secure knowledge of the learning support needs of individual pupils.
- Identify where pupils are struggling, e.g. engaging with a particular topic, and support them in understanding the information and complete the work.
- Support the use of ICT and computing in learning activities, and develop pupils' competence and independence in its use.
- Undertake activities set by teaching staff with individuals, or groups of pupils, to support pupils' learning.
- Provide new and ongoing support for individuals or groups of pupils who need extra interventions to achieve their potential.

**Professional development**

- Participate in training and other professional development as required.
- Provide the school with feedback on any training or professional development undertaken.

## Safeguarding

The Loriners Multi Academy Trust is committed to safeguarding and promoting the welfare of children. All appointments will be subject to a satisfactory completion of safeguarding checks, including an enhanced DBS check, in line with Keeping Children Safe in Education (KCSIE).

The Loriners Multi Academy Trust is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.