



## Job Description

### One to one SEN Support English Teaching Assistant

#### Post Details

Post: **121TA2021ENG**

Salary: £18933 FTE (£10.40 ph)

Location: Culham, Oxfordshire

Contract type: Term Time only, Part-Time, Up to 15 hours pw over 3 days (0.34 of FTE)

Commencing 1st September 2021

Reporting to: SENCO, Class Teacher, TA manager

#### Europa School UK

The Europa School specialises in Languages and Sciences and offers multilingual, multicultural education, leading ultimately to the International Baccalaureate Diploma Programme. The bilingual curriculum in primary is unique and is an immersion model. The secondary is moving towards using the International Baccalaureate Middle Years Programme with humanities taught in the students' stream language. It is an all-through free school of pupils aged 4 to 19.

#### Job Description

To provide support to the teacher in the learning and personal development of pupils with complex needs and/or disabilities; to assist the learning and personal development of the pupil to whom you are assigned, to enable him/her to make best use of the educational opportunities available to them.

#### To undertake all of the following

To aid the pupil to learn as effectively as possible both in group situations and on his/her own by, for example:

- Clarifying and explaining instructions.
- Ensuring the pupil is able to use equipment and materials provided.
- Motivating and encouraging the pupil(s) as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs.
- Assisting in weaker areas, e.g. speech and language, reading, spelling, numeracy, handwriting/presentation etc.
- Using praise, commentary and assistance to encourage the pupil to concentrate and stay on task.





- Liaising with class teacher, SENCo and other professionals about Education and Health Care Plans (EHCP) contributing to the planning and delivery as appropriate.
- Providing additional nurture to individuals when requested by the class teacher or Inclusion Manager.
- Consistently and effectively implementing agreed behaviour management strategies.
- Helping to make appropriate resources to support the pupil.
- Supporting differentiation and feedback to the class teacher.
- To establish supportive relationships with the pupil concerned.
- To promote the acceptance and inclusion of the pupil with SEN, encouraging pupils to interact with each other in an appropriate and acceptable manner.
- Monitor the pupil's response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
- To give positive encouragement, feedback and praise to reinforce and sustain the pupil's efforts and develop self reliance and self esteem.
- To support the pupil in developing social skills both in and out of the Classroom.
- To support the use of ICT in learning activities and with specific programmes to support learning.
- To provide regular feedback on the pupil's learning and behaviour to the teacher and SENCo, including feedback on the effectiveness of the behaviour strategies adopted.
- Under the direction of the teacher, carry out and report on systematic observations of pupils to gather evidence of their knowledge, understanding and skills upon which the teacher makes judgements about their stage of development.
- When working with a group of pupils, understand and use group dynamics to promote group effectiveness and support group and individual performance.
- To be aware of confidential issues linked to home/pupil/teacher/school.
- To contribute towards reviews of the pupil's progress as appropriate.
- To comply with legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment.
- To take part in training activities offered by the school to further knowledge and skills of working with a child with specific learning difficulties.
- To be willing to support playground/break time supervision.
- To accompany the teacher and pupils on educational visits.

#### HEALTH AND SAFETY

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection; and report all concerns to an appropriate person.





#### ADDITIONAL INFORMATION

- The jobholder is required to contribute to and support the overall aims and ethos of the school.
- All staff are required to participate in training and other learning activities, and in performance management and development, as required by the school's policies and practice.
- Be aware of and support school policies and procedures.

## Person Specification

#### Experience and Skills

Experience and Skills	Desirable	Essential
Languages		English C1/2
Experience of working with Children		
Teaching Experience		
Good numeracy /literacy skills		

#### Personal Attributes

- Flexibility
- Ability to relate well to children and adults and work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.
- Ability to comply with policies and procedures relating to child protection, health, safety and security, confidentiality, data protection and equal opportunities.

## For more information

If you would like further information, please contact: Anna Cole-Morgan (HR Manager)

Email: [applications@europaschool.uk](mailto:applications@europaschool.uk)

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The important small print:

Due to this post having access to children and/or vulnerable adults, successful candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from taking up a post, as all cases are judged individually according to the nature of the role and information provided. The Europa School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Applicants must be eligible to work in the UK.