



Hyde High School

Job description: Teaching Assistant (SEND)

Grade: E

Working pattern: 32 hours per week, term time only

Responsible to:

SENCO

Core Role

As part of the school's Inclusion Team, the post holder will work alongside teachers and pastoral staff to enable access to learning for pupils with a wide range of special educational needs and/or disabilities. Work may be carried out in the classroom or with individuals or groups outside the main teaching area.

Key responsibilities**Support for pupils**

Promote the inclusion and acceptance of all pupils.

Supervise and provide support for pupils, including those with SEND, ensuring their safety and access to learning activities.

Establish excellent learning relationships with pupils with an awareness of their individual needs.

Support the development and implementation of individual interventions, support plans and personal care programmes.

Foster effective learning habits including pride in presentation, resilience, independence, and time management.

Encourage pupils to interact with others and engage in learning activities.

Deliver structured and agreed learning programmes.

Support pupils' use of ICT in learning activities and develop their competence and confidence in its use.

Plan and deliver small group interventions, measuring progress and providing feedback to colleagues as required.

Promote good attendance and punctuality for all pupils.

Support pupils in developing their self-esteem and emotional literacy.

Provide personal care for pupils with medical needs as required (training provided); this may include social, health, physical, hygiene and welfare matters.

Support the implementation of recommended physiotherapy exercises (training provided).

Act as a key worker with individual pupils, leading termly review meetings and contributing to reviews of Education Health Care Plans as necessary.

Liaise with other agencies as agreed and appropriate.

Provide feedback to pupils and their parents in relation to progress and achievement.

Act as a positive role model, setting the highest standards and expectations.

Support for teachers

Use strategies, in liaison with the teacher, to support pupils to achieve learning goals.

Deliver agreed interventions feeding back to teachers as necessary.

Support good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour.

Support a purposeful and orderly learning environment.

Undertake routine marking of pupils' work as required.

Support for the school

Be aware of and comply with policies and procedures including those relating to child protection, health, safety and security, confidentiality and data protection.

	<p>Be aware of and support difference and diversity and ensure all pupils have equal access to opportunities to learn and develop.</p> <p>Establish constructive relationships with parents/carers.</p> <p>Appreciate and support the role of other professionals.</p> <p>Attend and participate in relevant meetings as required.</p> <p>Support pupils' smooth transition between educational phases.</p> <p>Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtime as required.</p> <p>Administer routine tests and invigilate exams.</p> <p>Contribute to a positive ethos within the school.</p> <p>Accompany colleagues and pupils on visits, trips and out of school activities as required.</p> <p>Participate in training and performance development as required.</p> <p>Comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</p> <p>Undertake any other reasonable duties at the request of the Headteacher.</p>
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This job description will be subject to review and may be modified or amended at any time after consultation with the post holder.

All adults at Hyde High School are expected to:

- actively promote the school's positive ethos and values;
- subscribe to the priorities within the School Improvement Plan;
- play a full part in the life of the school community;
- comply with and promote the school's corporate policies including, but not restricted to Health and Safety, Child Protection, Safeguarding and Data Protection;
- be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

Hyde High School is committed to safeguarding and expects all staff and volunteers to share this commitment. The successful applicant will be subject to an enhanced DBS check.