



St. David's C of E Primary School

Job Description – Teaching Assistant

Main purpose: to work under the guidance of the class teacher, SENDCo and senior staff team to support and assist. To support the classroom teacher with their responsibility for the development and education of children.

Main duties and responsibilities:

- Assist in the educational and social development of pupils under the direction and guidance of the class teachers and SENDCo.
 - Assist in the implementation of My Plans for pupils and help monitor their progress
 - Provide support for individual pupils and groups of pupils, inside and outside the classroom
 - to enable them to fully participate in activities
- Assist through:
- Clarifying and explaining instructions
 - Ensuring pupils are able to use equipment and materials provided
 - Assisting in motivating and encouraging pupils as required
 - Promoting the independence of pupils to enhance learning
 - Helping pupils to stay on task
 - Work with other professionals as necessary
 - Assist class teachers with assessment and maintaining pupil records
 - Be aware of school policies, procedures and of confidential issues
 - Under the direction of the teacher, and following appropriate risk assessment, assist with off-site activities
 - Set challenging and demanding expectations and promote self-esteem and independence.
 - Establish a good relationship with the named pupil and other pupils, acting as a role model and being aware of and responding to the needs of individuals.
 - Share good practice with other staff, both from within our setting and from other educational settings.
 - Be aware of the National Teaching Assistant Standards and use these to support your work.
 - Taking part in relevant staff development training.
 - Undertake such other duties and assuming such responsibilities as may from time to time be reasonably assigned by the headteacher.

All staff have a requirement to attend Safeguarding Training and to follow the school guidelines relating to Safeguarding.