



**Westwood Farm Schools Federation**

**Teaching Assistant**

**HEARING IMPAIRED RESOURCE**

**(Infant and Junior)**

**JOB DESCRIPTION**

<b>Local Authority: West Berkshire Council</b>	<b>Department: Education</b>
<b>Post reference number:</b>	<b>Location: Westwood Farm Federation</b>
<b>Job title: Teaching Assistant, Hearing Impaired Resource</b>	<b>Grade/Salary Range:</b> <b>Grade/Salary Range:</b> <b>Unqualified (without relevant qualification): Band C</b> <b>Qualified (with relevant qualification): Band D</b> <b>Full time: 37 hours per week, across 39 weeks, to include attendance at INSET training</b>

**JOB PURPOSE**

- To provide high quality provision and support for pupils linked to the resource in both the Infant and Junior departments as required
- To provide provision to support positive outcomes for pupils linked to the resource, in terms of academic achievement and wider areas of development, for example social and emotional development
- To work in the resource bases, and mainstream environments to support agreed outcomes for pupils linked to the resource
- To work in partnership with mainstream staff, governors, the Local Authority, other agencies and families

**DESIGNATION OF POST**

- Teaching Assistant at the Hearing Impaired Resource based within Westwood Farm Federated Schools
- Unqualified (without relevant qualification): Band C; Qualified (with relevant qualification): Band D

- The unit is led by the Teacher in Charge of the resource (and Additional Teacher as necessary) and managed by Headteacher of the school
- The service is overseen by the Learning Support Services Manager

#### **MAIN DUTIES AND RESPONSIBILITIES**

***The Teaching Assistant, working with the Teacher in Charge, Additional Teacher(s), the Headteacher and the Learning Support Services Manager will work to support the running of the resource, and will:***

- Support the Teacher in Charge in the smooth and effective running of the resource and work collaboratively across the school as part of a professional team
- Develop good working relationships with governors, staff, pupils, parents/carers, the community, the Sensory Consortium and the Local Authority
- Work across all Key Stages in the school, liaising with other resource staff and mainstream staff to ensure appropriate provision and support for individual pupils
- Assist in the development of deaf awareness and deaf friendly teaching in the school
- Take part in CPD opportunities, including completion of the BTEC in Sensory Impairment within 2 years of taking up post

***The Teaching Assistant, working with the Teacher in Charge, Additional Teacher(s), the Headteacher and the Learning Support Services Manager will work to support effective learning both in the resource and mainstream, and will:***

- Have high expectations of all pupils' achievement and a commitment to raising educational standards
- Contribute to the inclusion of pupils in mainstream environments, encouraging the social and emotional development of pupils and assisting in the promotion of independent learning skills
- Attend meetings to contribute to briefings, liaison and planning for pupils and the running of the resource as required
- Encourage all pupils linked to the resource to participate in all aspects of school life
- Check and help to maintain audiological equipment as required, including hearing aids, cochlear implants, radio aids and soundfield systems
- Be responsible for supporting pupils linked to the resource (and other pupils with a hearing impairment as directed by the Teacher in Charge/Additional Teachers) within the mainstream environment to ensure maximum access to the mainstream curriculum
- Enable the hearing impaired young people to access the mainstream curriculum and all class activities through direct support in the classroom, on a 1-1 basis in the resource or in small groups
- Support and contribute to the differentiation of work for pupils as required
- Carry out and reinforce speech and language programmes and other appropriate programmes/interventions as set by other professionals
- Contribute to planning and monitoring support and progress of the hearing impaired pupils, including contributing to Annual Reviews, Support and Achievement Plan meetings, and assessments of pupils as required
- Provide information which will contribute to the assessment of pupil progress and target setting
- Provide support in extra-curricular clubs, lunchtime supervision and supervise pupils off site/on school trips and other external visits as appropriate
- Be aware of and comply with school policies and procedures relating to safeguarding, health and safety, data protection and confidentiality
- Carry out any such duties as may be reasonably required by the Teacher in Charge/

Additional Teacher(s), Headteacher, Learning Support Services Manager and the Governing Body.

**Signed:** \_\_\_\_\_ **(Headteacher)**

**Signed:** \_\_\_\_\_ **(Teaching Assistant)**

**Date:** \_\_\_\_\_