



# IRCHESTER COMMUNITY PRIMARY SCHOOL

SCHOOL LANE, IRCHESTER, NORTHANTS, NN29 7AZ

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## **POST: Teaching Assistant to support children with additional needs Grade D point 3 - 4 (pro rata)**

Responsible to SENCO/Deputy Head teacher/Head teacher

### **Overall purpose of the post:**

- Helping to raise standards of achievement for all pupils
- Working with pupils as part of the school team, planning and delivering educational programmes under the direction of the class teachers
- Enable children with additional needs to be happy, safe and confident in school and access learning
- Daily 1:1 support for child with SEMH needs

### **Key responsibilities:**

Support for pupils:

- Supporting learning activities including additional learning needs and development (1 to1 or identified group)
- Helping with/ contributing to the motivation, pastoral care, welfare and support of pupils.
- Establishing and maintaining secure relationships with individuals and groups.

1:1 Support for pupil with SEMH needs:

- Establish positive relationship with child and links with parents
- Follow SENCo / teacher advice in implementation of the child's pastoral support plan
- Maintain daily records for individual child's targets and feedback to SENCo / teacher

#### Working with pupils with additional needs:

- Assist in the preparation of materials for child/children to enable improved access to the curriculum.
- Work as part of a team, in partnership with the class teacher, SENCO or other TAs
- Provide individual, paired, group or general support as needed for the designated pupil (s) taking individual targets into account.
- Attend meetings and liaise with parents, as required, regarding the child's progress.

#### Support for the SENCO / class teacher:

- Undertaking specific programmes of support as directed by the SENCO
- Regular and accurate records on the achievements and progress of individuals and groups.
- Assisting with the development, preparation and maintenance of resources.
- Contributing to the management of pupils' behaviour and welfare promoting good behaviour at all time.
- Assisting with preparing/ maintenance of the learning environment through displays, tidying etc.
- Assisting with supervision of pupils during school visits or at break times, including before and after school as identified.

#### Support for the curriculum:

- Supporting the implementation of the School curriculum including literacy and numeracy activities, or differentiated curriculum for children with additional needs.
- Undertaking reprographics and preparation work at the request of SENCO / teacher
- Supporting the use of ICT in the classroom.

#### Support for the school:

- Maintaining effective working relationships with colleagues and parents.
- Contributing to the maintenance of safety and security.
- Reviewing and developing own personal and professional practice.
- Taking responsibility for pupils at break times.

#### General:

- Carrying out any reasonable duties relating to the position, within the scope of the post, as requested by class teacher, SENCO or head teacher/ deputy headteacher
- Upholding the aims and policies of the school and following agreed procedures.
- Maintaining confidentiality
- Communicating concerns – particularly those relating to pupil welfare or child protection to the designated safeguarding lead (DSL).
- Adhere to all safeguarding policies and procedures
- Participating in appraisals / training / Professional Development to the benefit of the individual and school.
- Adminstrating basic first aid support as needed within the limitations of any training received.
- Attending and contributing to meetings.
- Participating in school events