



Job Description

Job Title: Specialist Teaching Assistant
Responsible to: SENCO
Grade: Future Schools Trust Scheme 6

1. Main Purpose of the job

To support students with EHCPs within the classroom. To prepare resources to support teaching and learning across different areas of the curriculum and help create positive progress for students. The role will see some 1:1 work with a student in lessons and also working with small groups and whole classes developing them both academically and socially.

This will include:

- Supervise pupils engaged in learning activities to ensure that the learning objectives set by the teacher are achieved, ensuring inclusion and acceptance of all pupils within the learning environment in order to promote equal opportunities.
- Ensure effective behaviour management techniques are used to uphold the learning environment, applying the schools Behaviour Management Policy and report any difficulties to the Inclusion Manager/SENCO/Year Team/Subject Leader
- Act as a role model and set high expectations of conduct to ensure that good behaviour is maintained.
- Be involved in INSET for own professional development.
- Support the use of ICT and other equipment and materials to enable pupils to achieve their learning objectives successfully.
- Be aware of and comply with policies and procedures relating to child protection, equal opportunities, health and safety, security, confidentiality and data protection, reporting any concerns to the appropriate person, to maintain a safe and secure learning environment for pupils.
- Assist in drawing up and undertaking the delivery of the individual pupil learning programmes, either in withdrawal groups or within the classroom, to ensure delivery of the individuals targets.
- Promote positive behaviour patterns, raise self-esteem and improve independent working in children to assist in their education and growth.
- Assist the teacher where necessary with preparation of the classroom and materials to ensure effective and efficient teaching.



New Line Learning Academy

Believe and Achieve

- Where appropriate, supervise the physical wellbeing of the students to ensure their continued safety.
- Accompany teaching staff and pupils on the visits, trips and out of school activities including college as required.
- Undertake other reasonable duties that are consistent with both the job title and job description and are directed to be completed by the SENCO/their line manager or the Head Teacher asks them to do.

2. Person Specification

- Successful recent experience of working with children of relevant age.
- Good Standard of Education.
- Excellent interpersonal skills, both verbal and written
- Previous experience of working within a supported learning environment
- Must be able to use own initiative, work independently in an orderly manner, motivate and inspire others with a creative approach to problem solving.
- Understanding of relevant policies, codes of practice, legislation.
- Ability to apply behaviour management policies and strategies which contribute to a purposeful learning environment

Health and Safety

So far as is reasonably practicable, the postholder must ensure that safe working practices are adopted by employees, and in premises/work areas for which the postholder is responsible, to maintain a safe working environment for employees and students/pupils.

Safeguarding Statement

Future Schools Trust is committed to the safeguarding of all of its young persons and expects all staff, volunteers and adults to work within the parameters of the policies and procedures as agreed by the Full Governing Body to ensure the safety of all young persons within its care.