

## Brabourne CE Primary School

### JOB DESCRIPTION FOR TEACHING ASSISTANT: SEN 1:1 Support

**Job Title:** Teaching Assistant: 1:1 SEN Support

**Main Functions:** To assist in promoting the learning and personal development of the pupil to whom you are assigned, to enable him/her to make best use of the educational opportunities available to them.

- 1 To aid the pupil to learn as effectively as possible both in group situations and on his/her own by, for example:
  - Clarifying and explaining instructions
  - Ensuring the pupil is able to use equipment and materials provided
  - Motivating and encouraging the pupil as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to the pupil's needs
  - Assisting in weaker areas, e.g. speech and language, reading, numeracy, handwriting/presentation etc
  - Using praise, commentary and assistance to encourage the pupil to concentrate and stay on task
  - Liaising with class teacher, SENDCO and other professionals about individual education plans, contributing to the planning and delivery as appropriate
  - Consistently and effectively implementing any agreed behaviour management strategies
  - Helping to make appropriate resources to support the pupil
- 2 To establish supportive relationships with the pupil concerned
- 3 Assist the teacher in supporting the pupil to meet the provisions specified in the Educational Health Care Plan
- 4 To support the pupil's learning through use of Makaton where needed to support learning.
- 5 To promote the acceptance and inclusion of the pupil with SEN, encouraging pupils to interact with each other in an appropriate and acceptable manner
- 6 Taking appropriate measures to ensure the safety of the pupil with SEN and their well-being (including administering first-aid if appropriate, helping with dressing/hygiene/toileting etc)
- 7 Monitor the pupil's response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes.
- 8 To give positive encouragement, feedback and praise to reinforce and sustain the pupil's efforts and develop self-reliance and self-esteem.
- 9 To support the pupil in developing social skills both in and out of the Classroom.

- 10 To support the use of ICT in learning activities and with specific programmes to support learning.
- 11 To provide regular feedback on the pupil's learning and behaviour to the teacher/SENDCO, including feedback on the effectiveness of any behaviour strategies adopted
- 12 Under the direction of the teacher, carry out and report on systematic observations of pupils to gather evidence of their knowledge, understanding and skills upon which the teacher makes judgements about their stage of development
- 13 Where appropriate, to know and apply positive handling techniques
- 14 To develop a relationship to foster links between home and school, and to keep the school and parents informed of relevant information
- 15 To contribute towards reviews of the pupil's progress as appropriate
- 16 To comply with legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment
- 17 To take part in training activities offered by the school to further knowledge and skills of working with a child with specific learning difficulties
- 18 To be willing to provide playground/break time supervision of the pupil and also provide support in any after-school clubs etc
- 19 To be willing to support the pupil where needed, to allow them to access all areas of the curriculum eg. swimming etc
- 20 To provide support at lunchtime to ensure the safety of the pupil whilst eating
- 21 To prepare and maintain an effective learning environment by preparing equipment/materials etc
- 22 To accompany the teacher and pupils on any class trips, swimming etc as may be required
- 23 Abide by and work towards school policies in all aspects of the role
- 24 Perform any reasonable duties as requested by the Headteacher

**Note**

This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation.