

Job Description: Teaching Assistant – Additional Needs

Purpose of the Job:

To work with teachers as part of a professional team to support teaching and learning and exercise personal care for an SEN pupil.

Key duties and responsibilities:

1. Assist with the Implementation of planned learning activities/teaching programmes as agreed with the teacher, adjusting activities according to pupil's responses as appropriate.
2. Participate in planning and evaluation of learning activities with the teacher, providing feedback to the teacher on pupil progress and behaviour.
3. Support the teacher in monitoring, assessing and recording pupil progress/activities.
4. Support learning by arranging/providing resources for lessons/activities under the direction of the teacher.
5. Support the pupil in social and emotional well-being, reporting problems to the teacher as appropriate.
6. Share information about the pupil with other staff, parents / carers, internal and external agencies, as appropriate.
7. Work with the pupil on therapy or care programmes, designed and supervised by a therapist/care.
8. Assist with break-time supervision including facilitating games and activities.
9. Assist with escorting pupils on educational visits.
10. Support pupils in using basic ICT
11. Undertake moving and handling activities as required.

Person Specification: Teaching Assistant – Additional Needs

The following outlines the criteria for this post.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none">• Pediatric First Aid qualification would be an advantage.
EXPERIENCE	<ul style="list-style-type: none">• Previous experience of working with SEN children.
SKILLS AND ABILITIES	<ul style="list-style-type: none">• Numeracy and literacy skills.• Basic I.T. skills.• Specialist training such as Manual Handling, Physical Restraint of pupils.• Ability to relate well to children and adults, understanding their needs and being able to respond accordingly.• Good influencing skills to encourage pupils to interact with others and be socially responsible.
KNOWLEDGE	<ul style="list-style-type: none">• Procedures for supporting and leading learning activities.• Compliance with policies and procedures relevant to child protection, health and safety, security, Equal Opportunities and confidentiality.