

Class Teaching Assistant: Duties and responsibilities

To work under the supervision and guidance of the Headteacher, SENCo, and class teacher to assist in the educational and social development of children in our school

Key accountabilities

Supporting the children

- As directed by the class teacher and SENCo, support the children to learn as effectively as possible .
 - clarifying and explaining instructions;
 - assisting and enabling the child to use equipment and materials provided;
 - designing, creating, and modifying learning activities and resources and supporting the children with their use;
 - motivating and encouraging the children;
 - assisting in weaker areas;
 - using positive feedback, commentary, and assistance to encourage the children to concentrate and stay on task.
 - Leading small intervention groups
 - Working in partnership with the class teacher
- Develop a knowledge and understanding of the specific needs of the children
- Develop a supportive, caring, and secure relationship with the children
- Promote an inclusive learning environment
- Promote positive behaviour and consistently and effectively implement agreed behaviour management strategies.
- Support the children in all learning environments, including outside, being aware of their's and others' health and safety and encouraging safe interactive play.

Supporting the Teacher

- Assist the class teacher and SENCo with the planning, development, and delivery of suitable learning programmes for the children
- Under the direction of the class teacher, carry out systematic observations to gather evidence and help deliver whole class learning as well as small group work.
- Provide regular feedback about learning and progress to the class teacher.
- Attend and contribute to regular review meetings with the class teacher and SENCo.
- Support the class teacher to provide an appropriate learning environment to help the children access the curriculum and all learning opportunities.

- Work with other professionals, including outside agencies and specialist teachers, and follow their individual programmes, as necessary.

Supporting the School

- Support the aims, values and ethos of the school and be aware of school procedures and policies.
- Attend relevant in-service training and participate in professional development opportunities.
- Develop a strong relationship between home and school.
- Liaise, advise, and consult with other members of the team.
- As directed by the Headteacher, SENCo and/or class teacher, participate and supervise the child in off-site activities, PE lessons, playtime, and lunchtime to ensure the continued safety of the child.
- Such other duties as the Headteacher may from time to time require.

This job description describes in general terms the normal duties which the postholder will be expected to undertake. However, the job description or the duties contained therein may vary or be amended from time to time without changing the level of responsibility associated with this post.

Signed: **Postholder**

Signed: **Headteacher**

Date:

Advert

1:1 Teaching Assistant (Supporting a pupil with SEN)

Are you able to support, motivate and inspire children to achieve their potential in the classroom?

We wish to appoint a professional, dedicated and enthusiastic Teaching Assistant to support a child with specific educational needs, supporting them to access learning and develop social / communication skills. The successful candidate will be well-supported by school staff including the SENCO.

We are looking for someone who:

- Has a genuine, professional interest to provide quality teaching to children and is highly motivated by the desire to support them in reaching their full potential
- Is flexible, resilient and can use initiative
- Is organised with good interpersonal skills
- Able to foster and maintain positive relationships with pupils, colleagues and parents / carers
- Is caring, kind and friendly to all
- Determined to make a difference

Applicants must have Maths and English GCSE Grade C or above. Previous experience of working with children with Special Educational Needs will be a distinct advantage.

The post is for 33.75 hours a week (8.35am - 3.20pm Monday - Friday with 30 minutes unpaid lunch), term time only. Salary in accordance with Kent Range 3.

Applications should be made through the www.kent-teach.com website. For further details or to arrange a visit please contact the SENCO, Mrs Vicky Jenner senco@st-peters.kent.sch.uk

Closing Date:

St Peter's CEP School is committed to safeguarding and promoting the welfare of children. The post is subject to an enhanced Disclosure application to the Criminal Records Bureau and check against the ISA-barred list for children.

Information about the school

St Peter's is a happy, successful and over subscribed school with 212 children on roll.

St Peter's aims to be a centre of excellence which:

- Enables and inspires children to flourish
- Provides an inclusive, stimulating and safe educational setting that nurtures the God-given potential of every child
- Develops, encourages and supports an enthusiastic, committed staff, open to new ideas and challenges
- Values the partnership with the whole school community
- Is a vibrant hub for the local community with strong links to the church

At St Peter's CEP School our Christian vision shapes all we do - "Growing together in knowledge, wisdom and faith". We inspire children to grow in the knowledge of God and his world, and to live in wisdom and faith. We nurture each pupil so that they can make the most of their God-given gifts and skills and be fruitful members of the community. Our inclusive curriculum has been carefully designed to provide all children with a broad and balanced education, through which our pupils are given a wide variety of opportunities and experience to grow and develop academically, physically, socially, morally and spiritually. This is complemented by a wide-range of extra-curricular activities including sports, arts, music and well-being to support the children to flourish.

The school has an energy and enthusiasm for learning and is highly focused on the needs of all the children and their individual progress. High quality, research-led, professional development for all staff members makes an excellent contribution to the quality of teaching and learning and leadership and is focused on priorities from the School Plan and subject action plans.

In February 2021 we moved into our long-awaited, brand new building at the heart of the Hawkenbury area of Tunbridge Wells. This has given us an attractive, light and airy building with 7 classrooms alongside a large school hall; well-equipped kitchen and offices; and outside facilities, including a sports field, Multi-Use Games Area and woodland area, large enough for a 2FE primary school.

In March 2014 we were judged as outstanding by Ofsted in all categories. The inspector commented: "St Peter's pupils love coming to school, rise to adults' high expectations and develop a love of learning."

As we are a relatively small, church school we have a unique relationship between children, parents, staff and governors which has created an enabling ethos throughout the whole school.

More information about our school can be discovered by visiting the school website <https://www.st-peters.kent.sch.uk/>

