 **St Joseph’s Catholic Primary School **

**SEND TA 30 hours– Job Description**

*Candidates should be able demonstrate & provide evidence of the following in previous roles*

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| Provide support to individual students or small groups of students with special educational needs, both inside and outside the classroom. |
| Assist classroom teachers in adapting lesson plans and resources to meet the needs of students with special educational needs and disability. |
| Support students with special educational needs and disability during break and lunch times, and during other activities such as school trips. |
| Work closely with parents, teachers, and other professionals involved in the care of students with special educational needs, developing learning plans, applying provisions and monitoring progress. |
| Maintain accurate records of student progress and behaviour, providing regular feedback to teachers and parents. |
| Play a lead pastoral role, supporting children in developing their social skills, self-esteem and independence. |
| Work with other professionals such as speech and language therapists, occupational therapists, and educational psychologists to provide a coordinated approach to meet the needs of students with special educational needs and disability. |
| Attend training and professional development opportunities to keep up-to-date with best practices and strategies for supporting students with special educational needs and disabilities. |
| Support the teacher in behaviour management and keeping pupils on task. |
| Maintain a professional and discreet attitude at all times ensuring strict confidentiality with regard to both pupils and staff within and outside of the school. |
| Understand and apply the school policies on teaching and learning, feedback, SEND and behaviour management. |