**SANDOWN SCHOOL**

Creativity Independence Collaboration



**1: 1 TEACHING ASSISTANT**

**JOB TITLE:** 1:1Teaching Assistant

**SALARY:** Kent Range 3, temporary/fixed-term position, term time + 2days.

**HOURS:** 30hrs per week to be worked daily 8.30am – 3.30pm, Monday - Friday. This would be subject to the 1:1 pupil being present in school and the current needs of the school etc.

**NOTE:** This post is subject to High Needs Funding continuing, school budget and specific pupil.

**RESPONSIBLE TO:** Headteacher and SENCO

**JOB SUMMARY:** To work with teachers and parents to support the teaching and learning of a 1:1 pupil, with additional needs and to include intimate care. Provide general and specific assistance to pupils and staff under the direction and guidance of the SENCO and direct supervision of the classroom teacher.

**DUTIES AND RESPONSIBILITIES**

1. As a Teaching Assistant you will be required to record basic pupil assessment, implement intervention, record and evaluate daily progress and attend review meetings to set the next step targets.
2. Work with the 1:1 pupil, individuals or small groups of pupils under the direct supervision of teaching staff and provide feedback to the teacher. Support pupils to understand instructions, support independent learning and inclusion of all pupils.
3. Support the teacher in behaviour management and keeping the pupils on task.
4. Support pupils in social and emotional well-being, reporting problems to the teacher as appropriate.
5. Support pupils in their learning through play and encouragement on their independence with the day to day tasks of eating, dressing and hygiene.
6. Prepare and clear up learning environment and resources, including photocopying, filing and the display and presentation of pupils work and contribute to maintaining a safe environment.
7. Assist with break-time supervision including facilitating games and activities.
8. Assist with escorting pupils on educational visits.
9. Team members are expected to show flexibility and versatility in their work pattern, support and approach to meet the ever changing needs of Sandown.

