

Part Time 1:1 Teaching/ Support Assistant

Duties and responsibilities:

To work under the supervision and guidance of the Headteacher, SENCo, and class teachers to assist in the educational and social development of an identified child with SEN (3 days a week).

There will be an expectation for the 1:1 Teaching Assistant to learn braille in order to support the child with visual impairment with his learning. This will initially be in the form of a 30-hour online course.

Key accountabilities:

Supporting the child

- As directed by the class teachers and SENCo, support both children to learn as effectively as possible both in group situations and on their own to enable them to achieve individual learning outcomes.

This will be by:

- 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 child with their use;
- motivating and encouraging the child;
- assisting in weaker areas;
- meeting the child's needs as required whilst encouraging independence;
- using positive feedback, commentary, and assistance to encourage both children to concentrate and stay on task.
- Develop a knowledge and understanding of the specific needs of the child.
- Develop a supportive, caring, and secure relationship with the child.
- Develop methods of reinforcing the child's self-esteem.

- Promote an inclusive learning environment and maintain sensitivity to the child's needs.
- Promote positive behaviour and consistently and effectively implement agreed behaviour management strategies.
- Support the child in all learning environments, including outside, being aware of their and others health and safety and encouraging safe interactive play.
- Facilitate interaction with peers, supporting and encouraging the development of social and communication skills.
- With the support of a Specialist Teacher and weekly in-school training sessions with the child, support the child with their braille learning.

Supporting the Teacher

- Assist the class teachers and SENCo with the planning, development, and delivery of suitable learning programmes for the child.
- Provide regular feedback about the child's progress to the class teachers.
- Attend and contribute to regular review meetings with the class teachers and SENCo.
- Support the class teachers 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 teachers, participate and supervise the children in off-site activities, PE lessons, playtime, and lunchtime to ensure the continued safety of the children.
- 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.