



## GUSTON CHURCH OF ENGLAND PRIMARY SCHOOL

JOB TITLE: SEND Teaching Assistant (Language Champion)

GRADE: Kent Range

RESPONSIBLE TO: SENDCo

### PURPOSE OF JOB

To support pupils with Speech communication and interaction difficulties across the whole school.

### Teaching and Learning

- Support the early identification of pupils SLC needs.
- To run specific targeted programmes such as Language Link, Black Sheep, Cued Articulation, Time to Talk
- To use strategies such as pre teaching of vocabulary, Language through Colour, Makaton signing etc. to enable pupils to make progress in their area of need.
- Promote a language rich provision with a play-based curriculum to support smaller group work and turn taking
- Assist in the educational and social development of pupil(s) under the direction and guidance of the Headteacher, SENDCo and Class Teachers
- Work as part of a team in the planning, preparation and delivery of a programme of support for children.
- Assist in the implementation of Personal Provision Plans for pupil(s) and help monitor their progress.
- Participate in meetings and professional development as requested to support pupils , including safeguarding and INSET.
- Communicate directly with parents, sharing resources and progress to include them in their child's learning journey.
- Provide support for individual pupil(s) inside and outside the classroom to enable them to fully participate in activities
- Work with other professionals, such as speech therapists and occupational therapists, as necessary
- Work with families to support the child as they develop.
- Assist class teachers with maintaining pupil records
- Support pupil(s) with emotional or behavioural problems and help develop their social skills

### Standards and Quality Assurance

1. Support the aims and ethos of the school in providing a quality education for all children and enabling them to become independent learners who are able to achieve their potential.
2. Set a good example in terms of dress, punctuality and attendance
3. Attend team and staff meetings as required
4. Undertake professional duties that may be reasonably assigned by the SENDCo or Headteacher.
5. Be proactive in matters relating to health and safety

#### **Other Duties and Responsibilities**

1. Assisting pupils on arrival and departure from school.
2. Supervising pupils as they move about the school between sessions.
3. Supervise children at playtimes
4. Where appropriate, to liaise with parents and report any concerns to the class teacher.
5. To maintain confidentiality
6. To undertake such duties as may be determined from time to time within the general scope of the post. Duties and responsibilities outside the general scope of the post will be required only with the agreement of the postholder.

I understand and accept the terms of this Job Description

Signed:..... Date:.....