

The Rosewood School – www.trs.kent.sch.uk

Job Description: Teaching Assistant

Salary: KS C term time only + SEN allowance

The working hours are 37 hours per week, Monday – Friday

Location: Canterbury



The School

The Rosewood school is a school for pupils who are struggling in their current school due to their physical or/and mental health need. Our vision is to combine education and health in transforming the futures of our young people. We have a growing pupil population and are seeking exceptional and inspiring individuals to join our committed team.

We are currently seeking to appoint an exceptional person to join our team at our school in Canterbury. You will be supporting pupils and teachers across the school by bringing out the best in our pupils, they absolutely want our teachers to understand their needs but also want to be around people that can inspire and motivate them to succeed.

For each and every person employed at The Rosewood School, we offer you excellent CPD, unwavering support from our senior leadership team and continual opportunities for you to succeed at your own personal and professional development.

What we're looking for

As a member of the Rosewood School staff you will be tasked with delivering an exceptional standard of support to our young people. This role represents an exciting opportunity to work as a member of a committed and highly innovative team delivering a curriculum where collaboration is essential.

Why work for us?

In return we will promise you a stimulating, supportive and rewarding working environment, where all staff are valued and encouraged to take a leading role in the development of The Rosewood School's vision and strategy. You will also have the opportunity to access a range of excellent professional opportunities to support your progression.

Safeguarding

The Rosewood School is committed to safeguarding and promoting the welfare of children, and expects all staff to share this commitment. Everyone who comes into contact with children and their families and carers has a role to play in safeguarding children. In order to fulfil this responsibility effectively, all professionals should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child.

Key duties

1. To support and promote positive behaviour patterns, raise self-esteem and improve independent working for pupils. To support all pupils in the acquisition of life skills, with due regard to their mental health condition, PSPs and associated risk assessment.
2. To support staff in de-escalation techniques, where required.
3. Assist the teacher where necessary with preparation (and clearing away) of the Classroom and materials to ensure effective and efficient teaching.
4. Supervise pupils at break, lunchtimes and transitions - on and off site.
5. Support pupils with alternative curriculum activities.
6. Attend relevant meetings, training and professional development.
7. To follow school safeguarding procedures and report concerns promptly.
8. Provide a safe environment in which pupils are able to discuss problems and seek support and guidance-promoting the safeguarding and welfare of all students.
9. Assist with the implementation of planned learning activities/teaching programmes as agreed with the teacher, adjusting activities according to pupils' response as appropriate. This will incorporate providing one to one or small group support.
10. Support the teacher in monitoring, assessing and recording pupil progress/activities.
11. Support learning by arranging and providing resources for lessons/activities under the direction of the teacher.
12. Providing clerical/administrative support to include displays and photocopying. Support with basic record keeping in respect of pupil learning, behaviour management, child protection etc., as directed in order to support the teacher in delivering the specific learning programmes set for each child.
13. Supervise the activities of individual or groups of children to ensure their safety and facilitate their development.
14. Contribute to the assessment of children's development as directed by the teacher through observations, records and discussions with the teacher.
15. Act as a positive role model at all times.
16. To support students with emotional regulation and wellbeing throughout the school day.
17. To partake in the quality assurance of the service and promote without prejudice the agreed policies of the service.

Person Specification

	Criteria
Qualifications	<p><u>Essential</u></p> <p>Good basic education with competency in Literacy and Numeracy. Evidence of Continuous Professional Development. Enthusiasm to undertake further training.</p>
Experience, Skills and Abilities	<p><u>Essential</u></p> <p>Experience working with secondary –aged young people Calm, resilient, and able to respond effectively in challenging situations Ability to build strong, professional relationships with vulnerable students Flexible, proactive, and able to work as part of a team. Ability to keep accurate records and work to deadlines. Excellent inter-personal skills and communication</p> <p><u>Desirable</u></p> <p>Previous experience of working in a PRU, alternative provision setting Ability to contribute to team decisions regarding policies within the school</p>
Knowledge & Behaviours	<p><u>Essential</u></p> <p>An understanding of a broad and balanced curriculum relevant to a wide range of need A working knowledge of mainstream secondary education</p> <p><u>Desirable</u></p> <p>IT knowledge. Knowledge of SEMH, trauma informed practice</p>
Personal Attributes	<p><u>Essential</u></p> <p>Respects confidentiality and is able to work loyally, as part of a team. Works well under pressure Professional approach at all times Is adaptable and thrives in a fast-paced environment</p>