

# TEACHING ASSISTANT STANDARDS EXPECTATIONS OVERVIEW



Standard		TEACHING ASSISTANT	
1	Teaching and Learning	Learning	<ul style="list-style-type: none"> <li>Promote, support and facilitate independent learning</li> <li>Assist teacher with learning activities and contribute ideas for meeting the objectives of each session.</li> <li>Support the pupils in accessing learning activities individually or in small/whole teaching groups as directed by the teacher to enable pupils' progress towards their outcomes.</li> <li>Be aware of and support differences to ensure all pupils have equal access to opportunities to learn and develop.</li> <li>Support the development of pupil communication skills using both spoken and augmentative communication approaches.</li> <li>Establish productive working relationships with pupils, acting as a role model and setting high expectations.</li> </ul>
		Assessment	<ul style="list-style-type: none"> <li>Contribute towards and review individual pupil outcomes and strategies.</li> <li>Observe, monitor and record the progress of pupils both using the appropriate format as advised by the class teacher including pupil learning, behaviour management, wellbeing, child protection etc. (including liaising with therapists) as directed in order to support the teacher deliver the specific learning programmes set for each child.</li> </ul>
		Teaching	<ul style="list-style-type: none"> <li>Sole responsibility for individuals and small teaching groups in areas of the school and offsite as agreed with the class teacher and the educational visits co-ordinator.</li> </ul>
		Environment	<ul style="list-style-type: none"> <li>Ensure the maintenance of a clean, orderly and safe working environment making sure that equipment/resources/materials are set out on time and as per instructions received and used safely to enable pupils to meet their outcomes.</li> <li>Assist where necessary with display, preparation and clearing away of the classroom materials to ensure effective and efficient teaching.</li> </ul>
		Resources	<ul style="list-style-type: none"> <li>Ensure resources are replaced in good order in communal areas of the school to ensure the learning needs of all pupils can be met.</li> <li>Make materials for teachers or pupils use as directed by the class teacher</li> </ul>

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2	Professional and personal conduct	Communication	<ul style="list-style-type: none"> <li>Liaise with parents/carers if requested by the class teacher, maintaining professional, confidential dialogue with due regard to school policy and practice and feedback to the teacher</li> <li>Keep abreast of whole school communication</li> </ul>
		Whole School	<ul style="list-style-type: none"> <li>Contribute to the overall work/aims of the school and appreciate and support the role of colleagues and other professionals to enable the school fulfil its development plans etc.</li> </ul>
		Training	<ul style="list-style-type: none"> <li>Undertake training and other learning activities and attend relevant meetings (within contracted hours) as required to ensure own professional development. Attend training outside of contracted hours with advanced notice and in negotiation.</li> </ul>
		Time keeping	Arrive at the school in time to be appropriately prepared for the start of working hours and leave after duties to pupils have been dispensed, within contracted hours unless unprecedented circumstances
		Multi agency input	<ul style="list-style-type: none"> <li>At the request of the class teacher liaise with therapists regarding specific programmes for children</li> </ul>
		Leadership	<ul style="list-style-type: none"> <li>Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.</li> </ul>

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3	Wellbeing of pupils	Health & safety	<ul style="list-style-type: none"> <li>Ensure health and safety and good behaviour of pupils (including off-site activities such as trips, swimming etc.).</li> <li>Be aware of and comply with policies and procedures relating to child protection, health, safety, security and confidentiality reporting all concerns to an appropriate person to ensure pupils' wellbeing.</li> <li>Supervise and have responsibility for the safety of pupils in break and playtimes, as well as model appropriate play and organise learning activities.</li> <li>Support the physical needs of pupils and promote independent movement as advised by the class teacher and therapists. Accompany pupils in the swimming and hydrotherapy pool and adhere to school policy at all times.</li> </ul>
		Behaviour	<ul style="list-style-type: none"> <li>Implement behaviour management programmes to ensure pupils' wellbeing, health, safety and learning needs are met.</li> <li>Promote positive behaviour effectively and consistently to raise self esteem</li> <li>Promote the inclusion and acceptance of all pupils within the classroom</li> </ul>
		Care	<ul style="list-style-type: none"> <li>Attend to pupils personal care needs and assist with the organisation of refreshments and mealtimes (this may include feeding pupils by gastric tube following appropriate training) to ensure pupils' wellbeing and health and safety.</li> <li>Provide support for the class teacher and colleagues in the manual handling and/or physical intervention of pupils to ensure pupils' wellbeing, health and safety is maintained, and assist with the development of hygiene, toilet training and personal care programmes.</li> <li>Prepare primary care areas and disposal of soiled waste according to the duty rota.</li> <li>Attend to pupils personal medical needs to ensure pupils' wellbeing and health and safety, following specialist training and competency sign off.</li> </ul>

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Standards		TEACHING ASSISTANT	
4	Knowledge and understanding	Professional development	<ul style="list-style-type: none"> <li>Acquire the appropriate skills, qualifications and/or experience required for the role, with the support from the school</li> <li>Share responsibility for ensuring own knowledge and understanding is relevant and up to date by reflecting on own practice, liaising with school leaders and accessing relevant professional development to improve personal effectiveness</li> </ul>
		Understanding	<ul style="list-style-type: none"> <li>Demonstrate the expertise and skills in understanding the needs of pupils, with specialist expertise within a phase and know how to adapt and deliver support to meet individual needs</li> <li>Understand roles and responsibilities within the classroom and whole school context, recognise these may extend beyond a direct support role</li> <li>Have experience of working with pupils' with complex special needs and be able to use appropriate programmes such as Makaton and SCIP</li> </ul>
		Support	<ul style="list-style-type: none"> <li>Provide clerical/admin support (e.g. typing, photocopying, collection and recording of money etc.)</li> <li>Timely and accurate preparation and use of specialist equipment/ resources/ materials as required by staff/curriculum/lesson plans etc. whilst creating and maintaining a purposeful, productive and safe working environment to ensure pupils learning needs are met.</li> </ul>