



Job Title	Teaching Assistant	Salary Range	KR3 range £15,628-£17,188
Responsible to	Inclusion Manager (SENCo)	Hours	tbc

Purpose of the job:

- To support class teachers in the preparation and delivery of high quality learning experiences for a named pupil or small group as directed by the Inclusion Manager or class teacher.

Main Duties and Responsibilities

- To support individuals or small groups to access the curriculum under the guidance of the class teacher;
- To liaise with the class teacher, Inclusion Manager, parents and other staff as appropriate;
- To participate in planning and assessing learning as appropriate;
- To participate in the evaluation of the impact of additional support;
- To contribute to the creation of differentiated learning materials;
- To record support given, and report on the development, progress and attainment of particular pupils as required by the specialist services in accordance with the SEN Code of Practice;
- To assist in the physical well-being of the pupils;
- To attend meetings, training and development as appropriate and required by the Inclusion Manager;
- To deliver specific interventions as required;
- To undertake personal care in line with the school's Personal Care Protocol;
- To supervise at break and lunchtimes including, if required, support for the individual during meal times
- Such other duties as the class teacher or Head Teacher may from time to time require.

This job description describes in general terms the normal duties which the post holder will be expected to undertake. The Wells Free School may, from time to time, vary or amend the job description or duties therein without changing the level of responsibility associated with this post or grade.

Notes:

This job description is not a contract of employment, or any part of it. It may change as a result to contractual changes or in response to school organisational changes. It will be reviewed as part of the annual appraisal process.

Signature of post holder: _____ Date: ___/___/___

Signature of Head Teacher: _____ Date: ___/___/___