

EYFS TA Job Description

EYFS Teaching Assistant

To support the teacher in the delivery of the Early Years Curriculum to our Early Years pupils, working in partnership with parents, teachers and the school to establish a supportive and nurturing learning environment in which children make excellent progress.

Main Duties

- To support individuals and groups to help them learn.
- To establish an effective and purposeful learning environment in partnership with the teachers and other colleagues.
- To support teachers in assessing the needs of individual children.
- To observe, record and feedback information on pupil performance.

Other Key Aspects of the role

- To assist in creating materials for curriculum delivery and display boards
- To plan, lead and facilitate group activities
- To plan and lead one to one teaching and intervention
- To promote inclusion of all the pupils in the school, including those with physical, learning and behaviour difficulties
- To assist with behaviour management within and outside the classroom
- To work with the classroom teachers to implement Individual Education Plans and develop resources for pupils who have: English as a second language, speech or language impairments or behaviour that interferes with learning and relationships
- To assist pupils' social development, progress and achievement outside the classroom
- To take safeguarding seriously and be observant and follow the schools safeguarding policy

Wider School Support

- To supervise pupils in the playground, dining hall when directed.
- To assist with therapy. Eg: physical, occupational or language
- To maintain pupil and family confidentiality
- To attend regular meetings and training as required
- To communicate and liaise with staff, pupils, parents, governors and other members of the local community as appropriate
- To be first aid trained (Paediatric Training)

EYFS TA Personal Specification

Essential Criteria	Met	Desirable Criteria	Met
Qualifications <ul style="list-style-type: none"> • 		<ul style="list-style-type: none"> • NVQ L3 (or) • L3 Cache Early Years Educator 	
Experience <ul style="list-style-type: none"> • The ability to create a happy, challenging and effective learning environment. • Helpful, positive, calm and caring nature. • Excellent speaking and listening skills. • Understanding of safeguarding and child protection procedures. • A thorough understanding of what constitutes effective teaching and learning. • An understanding of effective monitoring, evaluation and assessment. • An understanding of effective practice in teaching all aspects of the Early Years. • Understand when and how to seek advice and support. • Adaptable and resourceful to meet new challenges - have a flexible and positive approach to challenge and change 		<ul style="list-style-type: none"> • Relevant EYFS or nursery experience. • Experience of working with/ or developing links with Parents and other outside agencies. 	
Skills <ul style="list-style-type: none"> • Well-developed interpersonal skills - the ability to communicate effectively orally and in writing to a range of audiences. • Able to plan, organise and prioritise. • Able to manage good communications systems. • The ability to enthusiastically and loyally promote the school's vision through behaviour, words and actions. • The ability to make decisions, in consultation with the Class Teacher, EYFS Coordinator, Head teacher, Head of school, Senior Leadership Team, Staff, Parents and the wider community as appropriate • The ability to be proactive • Competent in the use of ICT. 			

This post is subject to an enhanced Disclosure and Barring Check.