

September 2019

**St Katherine’s School & Nursery**

**Job Description**

**Higher Level Teacher Assistant**

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| **Line Manager:** Headteacher/Phase Leader  * Teach a class of pupils ensuring pupil progress and attainment.
* Provide feedback to pupils and report to teachers in order to support progress and attainment.
* Support the class teacher with 1:1 pupils or groups to ensure significantly impact pupil achievement.
* Act as a role model to others.
* Follow the Behaviour Policy at all times.
* Be aware of vulnerable groups, specifically Pupil Premium pupils to ensure equal learning opportunities.
* Know and follow all the schools polices, especially around safeguarding.
* Contribute to the Strategic Document of the school.
* Participate in training and other learning activities.
* Attend staff meetings to ensure own continuing professional development.
* Work independently and as part of a team effectively.
* Be flexible with effective time management skills.
* Support the calm, nurturing classroom environment.
* Take an active role in their appraisal to support teaching, learning and career progression.
* At all times follow school’s non-negotiable expectations.

  Name: Signed: Date:  |