

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: |