



**Title:** **Teaching Assistant**

**Purpose:** To work collaboratively with the classroom teacher and Special Educational Needs leads to enhance the learning and progress of students

**Academy Vision:** **To be an outstanding community academy, whose focus is on learning, as well as on personal and social development, and to be ambitious for all regardless of circumstance**

**General expectations:**

- to demonstrate high professional practice in all areas of work
- to help progress the academy towards our vision, through a focus on raising the aspirations of students
- to be an excellent role model for students, commanding respect and being a positive presence around the academy
- to be efficient and effective, highly organised in all areas of work
- to promote actively the academy's ethos through actions and words
- to adhere to the staff dress code
- to participate in duties as directed

**Specific responsibilities/duties:**

- Implement structured learning activities/teaching programmes and support pupils in accessing learning activities under the guidance of the class teacher
- Provide feedback to pupils in relation to their progress and achievement in order for pupils to realise their full potential.
- Manage classroom activities safely ensuring that the physical learning space and the resources within this space are conducive to pupil learning.
- Be able to use a range of strategies to deal with classroom behaviour and understand individual behavioural needs to ensure pupils' learning needs are met.
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy.
- Administer routine tests and undertake routine marking as directed maintaining records as requested in order to allow the class teacher to concentrate on other activities requiring their professional input.
- Undertake training and other learning activities and attend relevant meetings as required to ensure own continuing professional development.

**Skills Required**

- Good general standard of education especially in regard to numeracy and literacy skills.
- Excellent organisational and communication skills (both written and verbal)
- Ability to apply appropriate behaviour management strategies within the wider context of the academy's behaviour policy.
- A passion and commitment to support SEND students to defy boundaries and achieve beyond their expectations
- Ability to work calmly under pressure and have the ability to adapt quickly and effectively to changing circumstances.