Garlinge Primary School and Nursery

JOB DESCRIPTION

Job Title:	**Nurture Teaching Assistant**
Reports to:	**SENDCo**

Purpose of Job:

- To assist the Nurture Practitioner with the education, supervision and welfare of pupils to ensure they attain the targets set.
- To deliver Nurture provision to groups of specified pupils or individuals as outlined on Provision Plans in order to support them with their learning and raise levels of achievement and attainment.

Principal Accountabilities:

- Ensure the maintenance of a clean, orderly and safe working environment making sure that Nurture equipment, resources and materials are set out on time and as per instructions received.
- Maintain, store and request replacement of Nurture equipment as required.
- Support pupils in accessing Nurture provision ensuring health and safety and good behaviour of pupils.
- Be aware of and support differences to ensure all pupils have access to opportunities to learn and develop.
- Establish a supportive relationship with pupils and help them to develop self-esteem.
- Support pupils' learning and behaviour during Nurture provision under the direction of the Nurture Practitioner.
- Work unsupervised with pupils and support the delivery of aspects of Nurture provision.
- Help pupils to learn as effectively and independently as possible, both in group situations and on their own.
- Assist with pupils at the beginning and end of sessions and on educational trips as required.
- Implement and promote the school's Equalities Policy at all times and to value diversity.
- Meet pupils' physical needs, while encouraging independence.
- Assist pupils with personal care needs including changing and toileting when required, with regard to respectfulness and pupil dignity.
- Support pupils' social interaction and develop their social skills during break times.
- Be aware of and comply with policies and procedures relating to child protection, health, safety, security and confidentiality reporting all concerns to an appropriate person to ensure the wellbeing of all pupils.
- Contribute to the overall work and aims of the school and appreciate and support the role of colleagues and other professionals to enable the school to fulfil its development plans.
- Provide Lunchtime cover when required.

To support the Inclusion department including the following:

- Report back to the Nurture Practitioner on the progress of pupils and keep brief written records as necessary.
- Liaise with parents as directed by the Nurture Practitioner to foster good links between home and school.
- Make and prepare differentiated activities and materials to support pupils' learning under the guidance of the Nurture Practitioner.
- Regularly update pupils' Nurture resources and display boards.

General:

- Present the school in a positive way in the community.
- Respect the confidential nature of all information acquired in the performance of the job either verbally or in writing.
- Support the aims and ethos of the school, showing respect for self, each other and the environment.

- Promote equality for all individuals.
- Set a good example in terms of dress, punctuality, attendance and behaviour.
- Attend team and staff meetings during working hours as required.
- Regularly check emails and pigeonhole for correspondence.
- Undertake professional duties that may be reasonably assigned by the Line Manager or Executive Headteacher.
- Undertake professional development and training opportunities to secure own working knowledge of new initiatives and practice.
- Comply with all school policies and procedures in particular those relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

The Job Description is subject to the changing needs of the school and other duties may be required from time to time. It will be reviewed as part of the Appraisal Process.

SIGNED …….. DATE ……..