

## Job Description: Teacher Assistant Level 2

IJDS are looking for an energetic and enthusiastic person to join our support team, working with children to enable them to achieve their best. Maths and English at GCSE is a minimum requirement. Experience and understanding of how children learn would be beneficial. If you are willing to work as part of a team and to go that extra mile for our pupils please apply.

### Main Purpose of the Job:

The main role of the teaching assistant is to work with teachers to raise the learning and attainment of pupils while also promoting their independence, self esteem and social inclusion. They give assistance to pupils so that they can access the curriculum, participate in learning and experience a sense of achievement.

The teaching assistant should act with honesty and integrity, in line with other educational professionals to make the education of the pupils their first concern.

### Support for the Pupils

- To assist with the development and implementation of IEPs
- To establish constructive relationships with pupils and interact with them according to individual needs.
- Promote the inclusion and acceptance of all pupils.
- Encourage pupils to interact with others and engage in activities led by the teacher.
- Set challenging and demanding expectations and promote self-esteem and independence.
- Provide feedback to pupils in relation to their progress and achievement, with guidance from the teacher.

### Support for the Teacher

- Maintain an orderly, supportive and purposeful environment.
- Follow lesson plans or guidance from the teacher.
- Use strategies, in liaison with the teacher and Senco to support pupils to achieve learning goals.
- Assist with the planning of learning activities for groups or individuals.
- Monitor pupils' responses to the learning activities and accurately record achievement and progress as directed, giving feedback to the teacher.
- Promote good behaviour, dealing with conflict and incidents in line with the school policy, encouraging pupils to take responsibility for their own actions.
- Build constructive relationships with parents/carers.
- Support the teacher with routine admin tasks, such as photocopying, filing, collection of money.

### Support for the Curriculum

- Assist with the implementation of learning activities, adjusting activities according to pupil responses.
- Support the use of ICT in learning activities and develop pupils' competence and independence when using ICT.
- Prepare, maintain and use the equipment and resources required to meet the lesson plan and support pupils in their use.

### Support for the School

- Follow school policies and procedures relating to child protection and safeguarding,, health, safety and security, confidentiality and data protection, and report all concerns to an appropriate person.
- Contribute to overall ethos and aims of the school.
- Promote equality of opportunity to learn and develop.
- Attend meetings, briefings and training as required by the teacher, Senco or Headteacher.
- Assist with supervision of pupils out of lesson times, including breaks, before and after school and lunch times.
- Accompany the teacher and pupils on educational visits, trips out of school as required and take responsibility for a group under the supervision of the teacher.

If you would like to apply;

Closing date Friday 25<sup>th</sup> September 2020

Interviews Wednesday 30<sup>th</sup> September 2020

Start Date; October 13<sup>th</sup> 2020