



# Leckhampton

C of E Primary School

**Job Title:** Teaching Assistant – Individual SEND Support

**Salary Scale Point:** Grade 5

## **Relationships**

- The post holder is responsible and accountable to the Head Teacher and to suitably qualified staff allocated by the Head Teacher.

## **Job Purpose**

- To provide 1:1 support for a child with communication and interaction needs by aiding them in their learning and personal development so that they are able to fulfil their potential and make the best use of educational opportunities available to them.

## **Generic Responsibilities:**

- Supervise and provide particular support for pupils, including those with special needs, ensuring their safety and access to learning activities.
- Assist with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes.
- 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 progress and achievement under guidance of the teacher.
- Uphold the Code of Conduct of the School.

## **Specific Responsibilities**

**To aid the pupil learn effectively as possible as part of a group in both group situations and on his/her own by:**

- Support with toileting and intimate care
- Clarifying and explaining instructions.
- Supporting a multi-sensory approach to learning.
- Motivating and praising the child.
- Modelling language expectations, turn taking and social interactions to the child.
- Using consistent behaviour strategies to support the child to self-regulate.
- Liaising with class teacher, SENCO and other professionals about My Plan targets, EHCP outcomes and planning for the child.
- Helping to make appropriate resources, alongside the class teacher to support the pupil.

## **Experience**

- Working with or caring for children of relevant age.

**Qualifications**

- Good numeracy/literacy skills
- NVQ3 for Teaching Assistants or equivalent qualifications or experience
- First Aid training as appropriate.

**Willingness to acquire/develop knowledge and skills in these areas**

- Effective use of ICT to support learning.
- Understanding of relevant policies/codes of practice and awareness of relevant legislation.
- General understanding of national/foundation stage curriculum and other basic learning programmes/strategies.
- Basic understanding of child development and learning.
- Ability to self-evaluate learning needs.
- Ability to relate well to children and adults.
- Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.

**Special Conditions**

The postholder will be subject to an enhanced DBS disclosure and suitability check to satisfy child protection requirements. The post is exempt from the provisions of the Rehabilitation of Offenders Act and all convictions or cautions must be declared.

At all times ensure that priority is given to the safeguarding of young people and that Safeguarding Policies and Procedures are followed.

This Job Description may be amended at any time, according to the changing priorities of the School as identified within the School’s strategic plan and in consultation with the post holder.

*Leckhampton C of E Primary is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.*

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Signed by Miss S Porter  
for and on behalf of  
Leckhampton C of E Primary School

Signed by

Date .....

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