

JOB DESCRIPTION: TA / Learning Support Assistant

<p>PURPOSE:</p> <p>RESPONSIBLE TO:</p> <p>SALARY/GRADE:</p> <p>WORKING TIME:</p>	<p>To play a major role under the auspices of the Trustees and under the overall direction of the Principal.</p> <p>Principal</p> <p>Full time</p>
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Summary of Responsibilities

Job Purpose:

- To provide learning support across classes and within the SEN department for students who are on the SEN register.
- Assist in providing support for the classroom teachers that enhances the learning environment and the developmental and educational needs of the students’.

MAIN DUTIES

- Supporting SEN students either 1:1 or in intervention groups in the classroom.
- Providing targeted support outside of the classroom.
- Work on differentiated activities with groups of students.
- Liaise with the SENCO to deliver SEN provision according to the student’s IEP.
- Promote pupil’s self-esteem, independence, academic, physical and social inclusion and acceptance.
- Adhere to the behaviour management strategies, in line with the school’s policy and procedures.
- Monitor pupils’ participation and progress, providing feedback to the teacher, and giving constructive support to students.

School Expectation:

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person.
- To take part in training activities offered by the school to further knowledge.
- Contribute to the overall ethos/work/aims of the school.
- Set a good example in terms of dress, punctuality and attendance.
- Works in collaboration with other teaching assistants, support staff, administration.
- Appreciate and support their role.

Other Specific Duties:

- Any other duties as required by the Principal

Person Specification – TA / Learning Support Assistant

Person Specification

A. Qualifications and Experience

- Relevant qualifications in early childhood development and special educational needs
- At least 2 years relevant experience working with children with special needs or in a similar capacity preferred

B. Knowledge, Understanding, Skills and Abilities

- Strong behaviour management skills
- Good levels of written and spoken English

C. Leadership/Personal Qualities

- Enthusiasm and aptitude for working with students
- Good team player, able to work well as part of a team