

BARBY CE PRIMARY SCHOOL- JOB DESCRIPTION 1:1 TEACHING ASSISTANT

Key focus:

The main focus of the role will be to provide focused support for the child under the direction of the Class Teacher, Inclusion Manager and Head Teacher. It will include supporting the child's needs within the classroom, the playground and, where appropriate, for some 1:1 work outside the classroom. It may also include working with other children or groups as directed by the Class Teacher when not required to provide direct support to the designated child.

The role will require the post holder to feedback progress to the Class Teacher, Inclusion Manager and attend review meetings.

Working within the class and school team effectively, forming positive relationships with all stakeholders, is essential to the role.

Purpose:

The overall purpose of this role is to support the class teacher and pupil in the delivery of quality teaching and a modern curriculum. The aim is to:

- raise and maintain standards of education and social development for children
- promote the involvement of pupils in the social and academic processes of the school
- enable pupils to become more independent learners
- help to raise standards of achievement for all pupils

Key Features

- Will work under direction / instruction supporting access to learning.
- Will undertake jobs that require a normal level of courtesy and effectiveness in dealing with other people.
- Should ask questions, seek clarification and exchange information using tact and diplomacy.
- May provide straightforward clerical support to Teacher, Inclusion Manager or school.

Other duties and responsibilities

1. Ensure that all school expectation and policies are adhered to at all times, seeking clarification if unsure.
2. Represent the school in a positive and professional manner in all interactions with stakeholders and the wider community including through the use of ICT based social networking.
3. Ensure that school information is not released to other members of staff, parents or children unless through authorised channels.
4. Undertake any reasonable additional duties as directed by the Head Teacher.