

Greythorn Primary School

Greythorn 1:1 Teaching Assistant

Job Title	Teaching Assistant
Hours per week	32.5 hours – 8.45am-3.45pm (30 minutes for lunch)
Salary	Grade 3

Job Purpose	To provide 1:1 support for a child with specific needs
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Main Responsibilities

Support the personal, social, emotional and physical needs of designated pupils so that they remain safe and so that their well-being is fully nurtured and developed during their time at school.
Provide input into the planning and evaluation of learning activities for designated pupils in order to enable teaching staff to make informed decisions when co-producing plans and provision.
Assist teaching staff in the delivery of learning activities and work programmes for pupils so that their intellectual and social development (including self-reliance and self-esteem) is fostered.
Supervise the activities of pupils both in and out of the classroom (including educational visits) to ensure their safety and facilitate their educational, physical and emotional development in accordance with the school's behaviour management policy.
Adapt and deliver support to pupils with Special Educational Needs and/or Disabilities in line with their SEN Support Plan or Education, Health and Care Plan.
Monitor individual pupil's progress and achievements and report these to the teaching staff/line manager to inform decisions taken regarding the next steps for pupils.
Liaise with parents and carers in conjunction with the teaching staff to ensure effective communication concerning the pupil's well-being.
Record pupil information, as specified by the teaching staff/line manager to ensure the schools information systems are maintained.
Prepare and maintain learning equipment and ensure that these are available to pupils as required to further support their inclusion and outcomes.
Work collaboratively with the teaching staff and outside agencies in order to ensure designated pupils receive informed and purposeful experiences.
Ensure that the pupil voice is accounted for and valued in decisions around their education and support.
Display and present the pupil's work, under the direction of teaching staff, so that it enhances the classroom environment and celebrates achievement.
The job holder may be asked to undertake such work as may be determined by the Head Teacher from time to time, up to or at a level consistent with the Main Responsibilities of the job.