Job Description

Job Title:	1:1 SEN/Behaviour Teaching Assistant Level 1
Location:	Cedar Road Primary School
Job Purposes:	To work 1:1 with an individual child having special or particular needs, in accordance with the child's statement or needs. On their own or within group activities as directed by the teacher. To be responsible for behaviour management to children requiring additional support. To provide support to the Head teacher\Teacher across a range of child centered activities to promote child development and learning.
Background:	**The David Ross Education Trust (DRET) is a growing network of academies with a geographical focus on Northamptonshire, Lincolnshire and Yorkshire/ Humber region. The network is a mix of primary, secondary and special academies and a mix of those that have chosen to join DRET on conversion and those that are sponsored academies.**
Reporting To:	SENDCo/Family Support Worker

Key Responsibilities

MAIN RESPONSIBILITIES, TASKS & DUTIES

School Related:

- Act in accordance with school policies and procedures and relevant legislation, particularly in relation to child protection and behavior management.
- Assist with the planning and preparation of activities, and in the delivery of local and national initiatives e.g. literacy and numeracy strategy
- Participate in the preparation of the classroom
- Monitor children's needs and reporting these to a designated person.
- Keep records as required by the school
- Have familiarity with all relevant statements of special educational needs specific to the child.

Child Related:

- Promote development and learning (physical, emotional, educational and social). Foster growth, self-esteem and independence, observe and record development
- Support those with special needs
- Carry out reasonable daily personal care/hygiene duties and administer basic first aid
- Assist with the movement of children in and around the school

MANAGEMENT OF PEOPLE, SUPERVISION OF PEOPLE:

No direct line management responsibilities but is required to occasionally demonstrate duties, give advice and guidance to employees, students or trainees

CREATIVITY AND INNOVATION:

- Required to be creative when assisting with planning of activities.

CONTACTS AND RELATIONSHIPS:

- Direct contact with children and their parents/carers, other employees at the school. Liaise with other professionals under the supervision/guidance of the teacher.

DECISIONS

Discretion

- The post holder must act in accordance with school policies and procedures and relevant legislation, particularly in relation to child protection and behavior management.

CONSEQUENCES:

- Any errors should be easily identified and rectified

RESOURCES:

- Learning resources.

WORK ENVIRONMENT:

Work Demands

- Subjected to conflicting priorities due to curriculum/behavioural and care needs

Physical Demands

- Subjected to considerable physical demands due, for example, to height of furniture.

Working Conditions

- School based and may be required to undertake reasonable duties of a personal nature.

Work Context

- Potential risk to well-being through hygiene duties and possible aggression from Pupils/parents/carers.

KNOWLEDGE AND SKILLS:

- Formal qualifications are not essential for this role, however, the post holder should have the ability to communicate effectively with children and adults, be able to empathise with children and work as part of a team.
- Desirable for the post holder to have GCSE or equivalent in Math's, English or equivalent level of competency.

GENERAL:

Job Evaluation

This job description has been compiled to allow the job to be evaluated using the GLEA Job Evaluation scheme as adopted by the County Council.

- Other Duties - The duties and responsibilities in this job description are not exhaustive. The postholder may be required to undertake other duties that may be required from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the postholder.

Equal Opportunities

The postholder is required to carry out the duties in accordance with Council Equal Opportunities policies.

Health and Safety

The postholder is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.
All school staff have a responsibility to safeguard and promote the welfare of children and young people within the school.

Person Specification

Personal qualities

- Empathy for children with special/behavioural needs
- Patience, understanding, caring, sense of humour.

Qualifications/Experience

- Experience of working with children/young people
- Recent experience of working in a school.
- A standard of written and spoken English that supports pupils' learning.
- Experience of relevant age group.
- Experience of working with children with special needs.
- TA specific qualification equivalent to NVQ Level 2 or 3.

Knowledge

- An understanding of the varied needs of children as they develop socially and academically.
- A knowledge of behaviour management techniques that support school and classroom practices.

Skills and Aptitudes

- A commitment to promoting equal opportunities and meeting individual needs.
- Awareness of confidentiality.
- Ability to work as part of a team.
- Able to manage time effectively.
- Ability to be flexible to the needs of the children.
- Effective communication, interpersonal and organisational skills.
- Ability to use ICT/the internet and email to support pupils' learning.