



St Wilfrid's Catholic School
Job Description for Teaching Assistant

Job Title:	Teaching Assistant 0900 -1520 hours week days, term time only
Position Level:	Grade 4 Points 5–6 Depending on experience 26.5 hours per week (£11,879-£12,110 including Crawley Fringe)
Qualifications:	GCSE English & Maths (Grade C) or equivalent, good ICT skills
Line Manager:	Fran Kerr, SENCo

To work under guidance, to provide support in addressing the needs of students who require particular help to overcome barriers to learning.

- To understand about the specific learning and behavioural needs of the students and to liaise with teachers as appropriate.
- Support/ supervision of students, including those with specific learning or behavioural needs.
- Provide personal care in a two to one situation, training will be provided.
- Enabling students to learn as effectively as possible by, differentiating and adapting materials and motivating and encouraging students.
- Establishing a supportive relationship with individual students and supporting the integration of students on the SEND register of need.
- Contributing to the preparation of student Annual Reviews.
- To attend relevant meetings as required.
- To participate in training and other learning activities as part of Professional Development.
- To share good working practices between Learning Support and main stream departments.
- To use behaviour management strategies, in line with the School's policy and procedures which contribute to a purposeful learning environment.
- 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 an appropriate person.
- Any other relevant tasks, as directed by the SENCo, for example, administrative tasks, supporting students during registration, break and lunchtimes.

Candidates should be supportive of our Catholic ethos.

St Wilfrid's Catholic School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Closing Date 9.00am Friday 24 September 2021

Please email application to recruitment@stwilfrids.com

