

Higher Level Teaching Assistant, Learning Empowerment Team

Working pattern: Options for either Full-time or Part-time hours

Job Purpose	To support the learning and inclusion of pupils with Special Educational Needs and Disabilities (SEND) across the Junior and Senior schools (Y3-Y11), working closely with the SENDCo and teaching staff to deliver high-quality interventions, support strategies, and inclusive classroom practices.
Accountable to	SENDCo
Accountabilities	<p>Support for Pupils:</p> <ul style="list-style-type: none"> • Deliver targeted interventions for pupils with SEND, including academic, social, emotional, and behavioural support. • Promote independence, positive behaviour choices and self-esteem in pupils with SEND. • Assist in the implementation of Education, Health and Care Plans (EHCPs) and Individual Support Plans (ISPs). • Provide in-class support to ensure access to the curriculum. <p>Support for Teachers:</p> <ul style="list-style-type: none"> • Collaborate with teachers to plan and deliver differentiated learning activities. • Provide feedback on pupil progress and behaviour and contribute to assessment and planning. • Support the development of inclusive teaching strategies across key stages. <p>Support for the Curriculum:</p> <ul style="list-style-type: none"> • Lead small group or one-to-one sessions under the guidance of the SENDCo or class teacher. • Contribute to the development of resources and materials tailored to SEND pupils. • Assist in monitoring and evaluating the effectiveness of interventions. <p>Support for the School:</p> <ul style="list-style-type: none"> • Contribute to the ethos, values and aims of the school. • Uphold all relevant legislation and school policies, including those relating to safeguarding, health and safety and data protection.. • Participate in professional development and training. • Contribute to the wider life of the school, including extracurricular activities, school trips and events and pastoral care.

	<ul style="list-style-type: none"> • Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtimes. • Maintain good working relationships with other staff members and stakeholders, including parents and external agencies. • Participate in meetings as required. • Work with line managers on timetable arrangements. • Undertake any duties which may reasonably fall within the level of responsibility and the competence of the post, as directed by the headteacher.
Review and Amendment	This job description should be seen as enabling rather than restrictive and will be subject to regular review. It may be adapted to best fit the skills and needs of the appointed candidate.

Crosfields School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. For further information, please see [here](#) Guidance on the Rehabilitation of Offenders Act 1974 .

As a result of the Asylum and Immigration Act 1996, employers now have to verify that new recruits who are not British nationals are eligible to work in this country. Therefore, any applicant who is offered an interview will be asked to provide official documentation to verify their ID, address and right to work in the UK. It is also normal practice for the School to ask for original qualifications and professional membership documents to be presented at interview as detailed on the application form.

Crosfields School is committed to safeguarding and promoting the welfare of children and young people and applicants must be willing to undergo child protection screening, including checks with past employers, online checks and the Disclosure and Barring Service. Further information on our recruitment processes can be found on our website: [Crosfields School Recruitment Policy](#).