



Academies Enterprise Trust

Job Description

Job Title: Teaching Partner

Reports to: SENDCO

Purpose of the Role:

To provide an efficient and high quality support service to all students.

To promote and adhere to the Trust's values to be unusually brave, discover what's possible, push limits and be big hearted.

Responsibilities:

- To promote the inclusion of all students
- In liaison with the class teacher to work with students to target identified learning needs
- To provide practical support in the classroom to students who have recognised learning needs, supporting them to achieve their potential.
- To work with subject teachers to ensure lesson materials are used effectively in order for students to make the expected progress towards their target levels.

Employee value proposition:

We passionately believe that every child can discover their own remarkable life. It's what motivates us around here. We know this vision requires something extra. Which is why at AET, you'll find more. More opportunities, so you can forge your own path. More care and support, so you can prioritise what matters most. More purpose, for you and for the children we're inspiring. Come inspire their remarkable with us.

Our Values:

The post holder will be expected to operate in line with our values which are:

- Be unusually brave
- Discover what's possible
- Push the limits
- Be big hearted

Main Duties:

- To develop an understanding of the learning needs of students and use this knowledge to support them to become independent learners in the classroom.
- To take into account a student's learning needs and ensure their access to the lesson and its content through appropriate clarification, explanations, and use of equipment and materials.



- To develop the study and organisational skills of students, enabling them to remain focused in lessons and be able to execute tasks effectively.
- To monitor students' responses to learning activities and progress towards targets, record achievement and feedback to teachers and the SENCO as required. Assist in the implementation and tracking of student targets.
- To provide support for student's emotional and social needs by encouraging and modelling positive behaviour and demonstrating high expectations, in line with the Academies' Behaviour policy.
- To assist with the general pastoral care of the students, and be assigned as a co-tutor to work with a form group.
- To be aware of and comply with policies and procedures relating to child protection, security, confidentiality and data protection, reporting all concerns to an appropriate person.
- To contribute to the review of academy policies as appropriate.
- To accompany teaching staff and students on visits, trips and out of school activities as required.
- To attend and participate in relevant meetings

This job description is a guide to the duties the post holder will be expected to undertake. It is not intended to be exhaustive or exclusive and will be subject to change as working requirements dictate and to meet the organisational requirements of Academies Enterprise Trust.

Other clauses:

1. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal/Group/Chief Executive
5. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
7. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

Safeguarding

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment.

Equality, Equity, Diversity and Inclusion



At AET, we want all of our employees to feel included bringing their passion, creativity and individuality to work. We value all cultures, backgrounds and experiences, and we truly believe that diversity drives innovation. Join our family and help us inspire every child to choose a remarkable life.

Person Specification

Job Title: Teaching Partner

General heading	Detail	Essential requirements:	Desirable requirements:
Qualifications	Qualifications required for the role	<ul style="list-style-type: none"> • Right to work in the UK • GCSE Maths & English Grade A-C or equivalent or willingness to work towards literacy and numeracy functional skills 	<ul style="list-style-type: none"> •
Knowledge/Experience	Specific knowledge/ experience required for the role	<ul style="list-style-type: none"> • Basic understanding of child development and learning • Experience of working with children within an education setting 	<ul style="list-style-type: none"> • Experience of working with or caring for children of a relevant age • Experience of working with children with SEMH
Skills	Line management responsibilities (No.)	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
	Forward and strategic planning	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
	Budget (size and responsibilities)	<ul style="list-style-type: none"> • N/A • 	<ul style="list-style-type: none"> • N/A
	Abilities	<ul style="list-style-type: none"> • Good numeracy/literacy skills • Ability to communicate and relate well to both children and adults • Effective use of ICT to support learning • Ability to self-evaluate learning needs and actively seek learning opportunities • Work constructively as part of a team, 	<ul style="list-style-type: none"> •



		understanding classroom roles and responsibilities and own position within these	
DBS (CRB)		<ul style="list-style-type: none">• This post is subject to receipt of a Disclosure and Barring Service Certificate	<ul style="list-style-type: none">•
Personal Characteristics		<ul style="list-style-type: none">• Ability to demonstrate, understand and apply our values<ul style="list-style-type: none">o Be unusually braveo Discover what's possibleo Push the limitso Be big hearted	<ul style="list-style-type: none">•
Special Requirements		<ul style="list-style-type: none">• Successful candidate will be subject to an enhanced Disclosure and Barring Service Check• Right to work in the UK• Show a commitment to promoting the welfare and safeguarding of children and young people• Show a commitment to providing a fair, equitable and mutually supportive learning and working environment for our children & young people and staff	<ul style="list-style-type: none">•