

High Grange

Job Description

Job Title: *Teaching Assistant*

Reports to: *Senior Leadership Team, Individual Line Manager*

Type of Position: *Full Time (37.5 hours a week), Part Time negotiated for the right candidate*

Salary: *Competitive and includes full pay in the holidays (dependent on start date)*

Job Purpose

Due to an increase in the number of pupils and students attending the school we are looking to add to our outstanding Teaching Assistant team. The Teaching Assistant will support the delivery of high-quality, inclusive education for children and young people with Autism Spectrum Conditions and associated needs. Working closely with class teachers and the wider multi-disciplinary team, the role involves promoting pupil engagement, independence, and emotional well-being in a structured, environment. The Teaching Assistant will play a key role in implementing personalised learning plans, the schools ACE ethos and providing a safe, supportive atmosphere where every learner can thrive. High Grange School is an Outstanding school and nationally accredited Trauma Informed School.

Main Duties & Responsibilities

- Support pupils with Autism Spectrum Conditions and associated needs in accessing learning across a broad and balanced curriculum.
- Assist the class teacher in delivering tailored lessons and interventions, adapting materials to suit individual learning profiles.
- Implement and support the schools' ACE programme, behaviour plans, and communication strategies developed by the teaching and therapy teams.
- Promote ACE, Adaptive thinking, Communication, Emotional wellbeing and Independence through consistent use of visual aids, routines, and positive reinforcement.
- Provide one-to-one and small group support, both in and outside of the classroom, to help pupils reach their potential.
- Monitor and record pupil progress, behaviour, and engagement, sharing relevant information with the class teacher and wider team.
- Foster a calm, structured, and predictable learning environment that meets the sensory and emotional needs of each student.
- Work collaboratively with therapists, pastoral staff, and families to ensure consistent, holistic support.
- Contribute to safeguarding and health & safety practices, promoting a secure and nurturing environment.

- The nature of the work involves a combination of directed activities within established procedures and situations requiring flexibility, organisational and negotiating skills.
- Committed to safeguarding and promoting the welfare of children, and responsible for implementing the school's safeguarding policies and procedures across the school and across all school activities, including off-site activities.

Person Specification

Qualification & Experience

- A good standard of general education (e.g. GCSEs in English and Maths, or equivalent).
- A genuine interest in working with children and young people with Autism and additional needs.
- Willingness to learn and take part in ongoing training, including safeguarding and Autism-specific approaches.
- Ability to follow instructions and work effectively as part of a team in a structured environment.
- Any previous experience in a school, care, youth work, or voluntary role is desirable but not essential.

Knowledge and Skills

- Ability to build trusting, supportive relationships with pupils with special educational needs, showing patience and empathy.
- Good communication skills, including the ability to adapt language and approaches to meet individual pupil needs.
- Awareness of, or willingness to learn about, Autism, Trauma-informed practice, and strategies to support.
- Ability to work collaboratively with teachers and therapists to implement individual education and behaviour support plans.
- Resilience, flexibility, and a calm approach when supporting pupils who may display challenging behaviours.

Personal Qualities

- Compassionate and empathetic, with a genuine commitment to supporting children with additional needs.
- Patient and calm under pressure, able to respond positively to challenging situations.
- Reliable and professional, with a strong sense of responsibility and integrity.
- Flexible and adaptable, willing to adjust approaches to meet the diverse needs of pupils.
- Enthusiastic and motivated, with a positive attitude towards learning and personal development.
- Proactive, positive and willing to give new things a go.

Training

- The successful candidate will be expected to undergo certified training and refresher courses in a range of areas including Child Protection, Physical Intervention, Behavioural Management, First Aid, Fire Prevention and Health & Safety at Work and other specialist training related to the location.