

Aurora

Job Description

Job Title:	Teaching Assistant
Reporting to:	Headteacher
Location:	Aurora Ivy Lane School

Main Purpose

This role is essential to the support and development of our young people being successful and achieving in a safe and caring learning environment. Role holders will build a professional & trusted relationship with the young people which put their health, safety and overall development first. This role will include supporting our teaching staff to deliver on a daily basis a broad and balanced curriculum for our young people both on and off site. Flexibility is key in this role and may include working 1:1 with a student when required, or supporting in class working with a small group. Positive behaviour management is an important part of the role.

Key Accountabilities

- Ensure our students are safe
- Support and facilitate the learning and independence of our students.
- Contribute to planning, preparation, implementation and evaluation of education programmes, plans and reports as required.
- Ensure effective communication and relationships with all, including parents, other stakeholders and colleagues as required.
- Ensure that Ofsted requirements are fully understood and complied with and develop own practice so that it meets and wherever possible exceeds these.
- Ensure own adherence to all policies and procedures, regulatory and legal requirements of the role and of the Aurora Values and be prepared to challenge others where behaviour does not demonstrate this.
- Undertake any other duties, appropriate to the post and as reasonably requested to meet operational needs.

Key Duties

- Take responsibility for Safeguarding and promoting the welfare of our young people according to the college's policies, and discharge your duties under the Prevent agenda.
- Work alongside the teaching staff to support our young people in their learning, providing further explanation to individuals where needed.
- Support our young people to identify, meet and exceed their education targets.
- Implement and support positive behaviour throughout the college, adapting own behaviour and responses when required to meet individual needs.
- Contribute to assessing, recording, and reporting on young peoples' progress according to college policies in order to monitor and foster progression in all areas of learning.
- Ensure all documentation is completed correctly for recording of accidents, incidents, or health & safety as per the college's policies.

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- Actively promote British Values and spiritual, moral, social and cultural (SMSC) development within our curriculum policy.
- Support the smooth day to day running of the college by working co-operatively with colleagues and other stakeholders, following a multi-disciplinary holistic approach to the Waking Day Curriculum.
- Work collaboratively with colleagues to plan, implement and facilitate a comprehensive life skills programme to meet the individual needs of our students and their future goals.
- Assist the young people in attending a wide range of group activities, ensuring that their choices are respected and appropriate social interactions and friendships are encouraged.
- Support the young people with a holistic approach to learning through liaison with the residential support workers and therapists to provide a consistent set of learning targets that can be applied in a variety of contexts.
- Ensure that practice at all times implements and follows the young person's Educational/Learning Approaches; Placement/Care plan; Behaviour Support plan, and Communication/Sensory strategies
- As appropriate, attend meetings and contribute towards planning around the young person. This includes reviews, multi-disciplinary meetings and staff meetings.
- Ensure that Safeguarding and Health and Safety procedures are followed at all times.
- Keep records accurately and up-to-date in accordance with Data Protection order to ensure information on a young adult learning, behaviour and well-being contributes to on-going evaluation and planning towards meeting their outcomes.
- Attend training as required.

Knowledge, Skills and Experience

Qualifications:

- Level 2 or equiv English and Maths

Knowledge and Experience:

- Experience of working in an Education setting
- Relevant knowledge and experience of young people within age range
- Understanding of the Safeguarding principles
- Experience of managing a range of approaches to behaviour, including managing behaviours that challenge.
- Experience of working within an inclusive setting

Skills:

- Commitment to the role and ethos of the college, the desire to put the young people first and treat them as an individual
- Be positive and creative in meeting the needs of young people and enhancing their outcomes
- Be able to work on your own as well as part of a team
- Work collaboratively with other Aurora team members and professionals with good interpersonal skills
- Good numeracy and literacy skills
- Competent ICT skills
- Able to work within the parameters of the physical demands of the job role

Requirements of Role

- Eligibility to work within the UK
- Satisfactory Enhanced DBS with barred list checks
- Be able to meet the demands of what can be physically challenging work at times.

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- Depending on the location/nature of some Provisions the role may require a full valid driving license

Additional Information

As part of the Aurora Group everyone is:

- expected at all times to behave and act in a way which promotes and contributes to the overall aims, values and ethos of the Company.
- required to participate in regular training and other learning activities, and in supervision, appraisal and development as required by the Company's policies and procedures
- required to participate in any relevant current and new legislative and regulatory activities as may occur from time to time
- required, through personal example and clear action, to demonstrate commitment to equality and diversity ensuring equality of access and treatment in employment and service delivery to all.
- Required to promote The Aurora Group's Health and Safety at Work Policy and Procedure and ensure these are implemented effectively.
- The Aurora Group takes seriously its responsibility for safeguarding and is committed to safeguarding and promoting the welfare of children and young adults. Therefore, everyone employed by the Aurora Group is expected to share this and act accordingly by applying organisations policies and procedures and attending regular safeguarding training.

This job description sets out a summary of the key features of the role. It is not intended to be exhaustive and will be reviewed and amended periodically to ensure it remains appropriate for the role.