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| **TEACHING ASSISTANT Level 2 JOB DESCRIPTION** |
| **NAME** |  |
| **ACCOUNTABLE TO** | Director of Learning Support / SENCo |
| **SCALE** | 5.1 – 5.4 |
| **DURATION** | Permanent |
| **APPOINTMENT FROM** | 1st September 2019 |
| **JOB PURPOSE** | * Provide support with personal care, intimate care and medical care of students and support with their mobility and access.
* Provide in class support for students and teachers and support the development of a differentiated curriculum.
* Support group and individual interventions and provide data to inform evaluation of progress.
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| **Key Area** | **Responsibility** |
| **Responsibilities***Carry out all duties and responsibilities in accordance with School policies and procedures and statutory requirements.* | * Support intimate care plans and health care plans where this involves intimate / personal care (toileting, changing clothing and physiotherapy).
* Support healthcare plans where this involves catheterizing, for example.
* Carry out moving and handling to support student transfers onto equipment and toilets and with supporting mobility.
* Escort students to offsite sporting events and weekly swimming sessions and support with changing and participation.
* Undertake medical care in accordance with individual and generic healthcare plans under the supervision of TA 4 Disability, Health and Safety and Support for Students with Medical Needs, the School Nursing Service and other external agencies (for example The Young Person’s Diabetic Team and Epilepsy Specialist Nurse).
* Attend occupational therapy sessions and appointments with wheel chair services or other external agencies as required and feedback to relevant TA4
* Undertake training relevant to the above.

Also, undertake general TA duties, as necessary:* Support teachers in ensuring that pupils with special / additional needs are able to access the curriculum and make progress over time.
* Contribute to the assessment of pupil needs and implications for their learning.
* Provide qualitative data on pupil progress in identified cohorts and response to interventions.
* Support the role of parents in pupils’ learning and contribute to meetings with parents where required.
* Provide information to colleagues and outside agencies to support pupil progress.
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| **Areas of Accountability** | * Progress of students in receipt of regular and ongoing support.
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| **Professional development** | * An ongoing and proactive commitment to professional development in support of student progress and the school’s identified priorities, values and ethos.
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| **Discipline, health and safety** | * Maintain good order and discipline and safeguard the health and safety among students both within the classroom, school premises and when they are engaged in authorised school activities elsewhere.
* To work in accordance with the guidelines set out in the school Health and safety policy and specific areas.
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| **Examinations** | * Participate in arrangements for preparing students for external/internal examinations, in assessing students for the purpose of such examinations
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| **General Responsibilities** | * Promote the school’s values and ethos in accordance with the School’s Professional Code.
* Work actively to develop professional expertise by participating in ongoing professional development.
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| **Review of job description** | * This job description is intended to provide guidance on the range of duties associated with the post. It is not intended to provide a full and exclusive definition of the post and the post holder may be required to undertake additional duties by the Executive Head Teacher/Head of School. It may be subject to modification and amendment at any time after consultation with the post holder.
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| Signed member of staff |  | Date |  |
| Signed appraiser |  | Date |  |
| Approved Executive Head Teacher/Head of School |  | Date |  |