



Assistant Teacher - Job Description

Purpose: To assist in the teaching of all aspects of children's learning.

Reporting to: Class Teacher / Phase Leader / Senior Leadership Team.

Support for Pupils:

- Provide academic and pastoral support for pupils in class;
- Assist in developing and following teaching plans for maths and English;
- Build excellent and supportive relationships with the pupils;
- Support pupils' physical and mental well-being at break times / lunchtimes;
- Promote inclusion and acceptance, including equality and diversity;
- Provide pupils with feedback under guidance from the teacher

Support for Teacher:

- To create an outstanding learning environment including organisation of resources, displays of pupils' work and tidiness of classroom;
- Work with the teacher in session planning and assessment;
- Monitor and evaluate pupils responses to learning activities;
- Provide objective feedback on children's progress and achievements to the Class Teacher;
- Carry out some marking of pupils' work with accurate feedback;
- Lead groups for short periods and/or whole class during short term absence of teachers;
- Provide general administrative support.

General Requirements:

- To support and contribute to the school's responsibility for safeguarding children and promoting the welfare of children;
- To attend staff meetings, training and INSET days;
- To promote high standards of behaviour and a good working ethos;
- To treat children and adults with respect and abide by the THS staff code of conduct;
- To develop effective working relationships within the school;
- To communicate with parents in a responsible, respectful and articulate manner;
- To offer extra-curricular clubs for children;
- To support the team with key areas of expertise eg ICT;
- To play a full and active part in the life of the school community, and support its ethos;
- To participate in our cycle of professional development;
- To undertake other reasonable tasks commensurate with the grading and level of responsibilities of the post as directed by the Head Teacher;
- Supervise children at lunchtimes and play time;
- Follow all school policies and procedures.