**JOB DESCRIPTION**

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| **Job Title:** | **Teaching Assistant** |
| **Reporting to (job title):** | **Assistant Headteacher/DSL** |
| **Hours of work:** | 25 hours per week, TTOCore hours:25 hrs (5 days, 9:15am-2:45pm) |
| **Location:** | Any trust site, majority of time at Roseacre Primary Academy |
| **Grade:** | Grade C SCP 5-6 |

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| **Main Purpose/Responsibility** |
| To support teaching and learning of a pupil with autistic spectrum disorder by working under the direction of teaching staff. To communicate with parents/carers.To actively support and model the ethos and aims of AtC. |

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| **Main Duties** |
| The below duties are to be carried out at Roseacre Primary Academy.* Implement planned learning activities/teaching programmes as agreed with the teacher, adjusting activities according to the pupil’s responses and resolving related problems as appropriate.
* Participate in planning and evaluation of learning activities with the teacher for the session, day or week and providing feedback to the teacher on the pupil's progress and behaviour.
* Support the teacher in monitoring, assessing and recording the pupil’s progress/activities.
* Provide feedback to the pupils in relation to attainment and progress under the guidance of the teacher.
* Communicate with the pupil to promote learning, including assessing the impact of the communication on the recipients and adjusting approach as necessary.
* Support learning by arranging/providing resources for lessons/activities under the direction of the teacher.
* Support the pupil in social, health and emotional well-being, drawing any problems which cannot be resolved to the attention of the teacher.
* Share information about pupils with parents/carers, as appropriate.
* Understand and support independent learning and inclusion of the pupils as required.
* Assist in the development of individual development plans for the pupil’s EHCP.
* Support the work of other teaching assistants in the classroom.
* Support the use of ICT in the curriculum.
* Assist with break-time supervision including facilitating games and activities.
* Assist in escorting and supervising pupils on educational visits and out of school activities.
* Support the pupil in developing and implementing their own personal and social development.
* Maintain confidentiality and adhere to safeguarding procedures.
* Ensure compliance with policies and procedures relating to child protection, health, safety, security, safeguarding and confidentiality.
* Ensure staff maintain the minimum standards and code of conduct expected of their role.
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**Equal opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

**Health and safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

**Safeguarding Commitment**

AtC is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.

**Note**: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.