



### **Job Description – Teaching Assistant**

Post:	Teaching Assistant
Reporting to:	Headteacher
School type:	Charity Run Independent Specialist School
Salary Scale:	Dependent on experience
Liaising With:	Teaching Staff.
Working Time:	Full time
Disclosure Level:	Enhanced

The Connie Rothman Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

#### **Main Responsibilities:**

- Work with teachers to raise the learning and attainment of pupils
- Promote pupils' independence, self-esteem and social inclusion
- Give support to pupils, individually or in groups, so they can access the curriculum, take part in learning and experience a sense of achievement

#### **Learning Responsibilities**

- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase achievement of all pupils under the direction of the lead teacher
- Promote, support and facilitate inclusion by encouraging participation of all pupils in learning
- Use effective behaviour management strategies consistently in line with the school's policy and procedures
- Support class teachers with maintaining good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- Organise and manage teaching space and resources to help maintain a stimulating and safe learning environment
- Observe pupil performance and pass observations on to the class teacher
- Supervise a class if the teacher is temporarily unavailable
- Use ICT skills to advance pupils' learning
- Assist students in the intervention tasks and be active in facilitating the assessment opportunities linked to these
- Undertake any other relevant duties given by the class teacher, curriculum lead or Headteacher
- To cover and lead class teaching (under supervision) as and when appropriate
- Direct the work, where relevant, of other adults in supporting learning