

Acklam Whin Primary School
Job Description and Person Specification
Behaviour Support Teaching Assistant

Responsible to: Head Teacher

Grade: E 16-18

Hours: 30 hours per week

Contract: Permanent

Purpose of the post:

- To work under the guidance of teaching staff/SLT to provide support in addressing the needs of pupils who require particular help to overcome barriers for learning, including pupils on the ASD Spectrum.

Support for Pupils:

- Provide pastoral support to pupils.
- Support the provision for pupils with additional needs in relation to social, emotional and behavioural development.
- Assist in developing individual behaviour/support plans.
- Challenge and motivate pupils, promoting and reinforcing self-esteem.
- Provide 1:1 support for pupils experiencing emotional/behavioural crises.
- Support pupils who are not working effectively within usual classroom routines.
- Support pupils to make appropriate choices about their learning and behaviour.

Support for Staff:

- Support pupils' access to learning using appropriate strategies and resources.
- Monitor and evaluate pupils' responses and progress against action plans.
- Assist in the development and implementation of appropriate behaviour management strategies.
- Establish constructive relationships with parents/carers.

Support for the School:

- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils.
- Attend and participate in meetings as appropriate.
- Recognise own strengths and areas of expertise and use these to advise and support others.
- Be aware of and comply with school policies and procedures.
- Contribute to the overall ethos of the school.
- Participate in training and other learning activities as required.

The duties may change over time as requirements and circumstances change. The person in the post may also have to carry out other duties as may be necessary from time to time.

Person Specification Behaviour Support Teaching Assistant		
Knowledge, Understanding and Experience	Essential	Desirable
• Has worked with Primary aged pupils in a learning context	✓	
• Has worked closely and successfully with children from different social backgrounds		✓
• Has the capacity to impact favourably with children with difficult individual personal needs	✓	
• Has experience of working productively with a range of different agencies		✓
Qualifications and Training		
• Has expertise, training or a record of effectiveness in conflict resolution		✓
• Has experience of working in different schools or settings		✓
• Has received training on 'Positive Handling' or 'Team Teach'		✓
Skills and Attributes		
• Puts the welfare of young people at the heart of their work	✓	
• Has shown the capacity to embrace change	✓	
• Is well-organised and has the capacity to lead and manage deadlines	✓	
• Has shown skill in resolving conflict between people		✓
• Is trustworthy, honest, shows integrity and has a sense of humour	✓	
• Has experience of working with children with ASD		✓
Leadership and Management		
• Is a good communicator and administrator	✓	
• Has a good record of attendance and punctuality over the past two years	✓	
• Has proven ability to work under pressure	✓	
• Has shown personal motivation regarding training and personal development		✓
• Demonstrates perseverance in completing challenging tasks	✓	
General		
• Good standard of general experience (i.e. NVQ level 3 or equivalent) together with good numeracy and literature skills	✓	
• Previous experience (at least 2-3 years) of working with children	✓	
• Knowledge of policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality	✓	
• Have the ability to relate well to children and adults, understanding their needs and able to respond accordingly	✓	
• Good influencing skills to encourage pupils to interact with others and be socially responsible	✓	
• Complies with all safeguarding requirements	✓	