**Job Description / Person Specification**

**Teaching Assistant**

This post is Term Time Only. Reports to: Headteacher **Purpose of the Job:**

To work under the guidance of the Headteacher, SLT and teaching staff to deliver inspirational learning experiences which enable children to reach their full potential.

# Specific Duties:

* To implement agreed work programmes with individual pupils /groups and support teaching staff in the development and education of pupils including the provision of detailed and specialist skills/knowledge in particular areas.
* To assist the teacher in the whole planning and assessment cycle.
* To supervise groups of children.
* To implement all policies and practices in line with the ethos of the school.
* Through reflective practice, support a creative inclusive curriculum which values learning through play and smaller group working practices
* To support excellent progress for children across all areas of development through effective participation in observation, assessment and planning.
* To help create a stimulating environment which supports learning.
* To support parents in becoming competent and confident co-­‐educators who are actively involved in their child’s development.

# Person Specification

**Experience:**

Essential:

* Recent and relevant experience of working with children within a school setting.

Desirable:

* Experience in all Key Stages

# Qualifications/Training:

Essential:

* NVQ Level 3 or equivalent

Desirable:

* Trained to deliver Read, Write Inc to groups of children
* Paediatric First Aid

# Practical skills:

Essential:

* An understanding of EYFS and National Curriculum.
* The ability to plan and deliver stimulating teaching experiences in line with the revised Early Years Foundation Stage framework and National Curriculum, including leading guided group tasks.
* Strong English and maths skills.
* Ability to use ICT effectively in the classroom.
* Experience in undertaking observations for assessment of children.
* An understanding of documentation relevant to curriculum planning and review.
* An understanding of inclusion, making the curriculum accessible to all learners including SEND, MAT and EAL.
* The ability to work in a team in order to achieve successful outcomes for learners.

# Personal qualities and attributes:

Essential:

* Friendly, approachable and professional manner.
* The ability to adapt to changing circumstances and needs.
* A positive attitude
* Ability to build a good rapport with children, parents, staff and other professionals.
* A readiness to maintain high expectations and standards for self and others.
* A commitment to continuing professional development

Desirable:

* A commitment to wider school life