**Beech Hill Primary School**

**Job Vacancy for a SEN support TA**

Are you committed to making a real difference to the lives of the children at Beech Hill Primary School? Are you ready for a new challenge? If so, we need you.

We are seeking to appoint a highly skilled, motivated, caring TA who will make learning fun, always put children first and is committed to making a real difference to the lives of the children in our school. The successful candidate will be a member of the KS2 teaching team, working primarily with children identified as having Special Educational Needs.

**Job Description**

**Please apply if you:**

Have extensive experience of supporting SEN children to ensure teaching and learning is the key priority and that accelerated progress is made so that our children reach national expectations.

The ability to engage parents and carers in their child’s education and seek opportunities to break down the children’s barriers to learning.

Have experience working with children who have complex needs &/or barriers to learning

Have experience delivering interventions focused on behaviour and social and emotional development

Are creative, driven and flexible individual who is committed to ensuring children achieve their potential.

Have excellent subject knowledge and be able to communicate this to children so that they are able to understand and learn.

**Post Title**  Support Assistant with a Focus on supporting children with SEN/additional needs

**Qualification Level Preferred:** Level 3

**30 hours per week, Term Time Only**

**Evaluation Grade: N03**

**Salary £18,562 - £18,933 p.a. pro rata**

**Actual salary £12,538 - £12,789 p.a.**

**Responsible to** Head Teacher, SENCO, Class Teacher

**Job Purpose** To provide classroom support duties including curriculum

related tasks, intervention tasks and small group work in close collaboration with other school staff.

**Main Duties:** The following is typical of the duties the post holder will be

expected to perform. It is not necessarily exhaustive and

other duties of a similar nature and level may be required

from time to time.

1. **General**
2. To be familiar and confident with the KS2 curriculum
3. Undertaking activities, as directed by the teacher, with individuals or small groups of pupils.
4. To work as part of a close team.
5. Assessing children and knowing how to move learning forward.
6. To liaise with parents/carers.
7. **Classroom Organisation**
8. Responsible for the organisation, classroom maintenance, setting out, clearing away and care of resources to create a purposeful and attractive learning environment.
9. Assisting in the preparation and maintenance of equipment, to include cataloguing and stocktaking of all resources.
10. Preparing pupils’ work for display in the classroom and around the school.
11. Demonstrating creativity in assisting with the practical resourcing of the classroom.
12. **Pupil Support**
13. Working with pupils directly on curriculum related tasks under the direction of the teacher.
14. Contributing to the delivery of all aspects of the curriculum for pupils, including assessment, recording and reporting procedures and the maintenance of Individual Provision Maps, including supporting the preparation of reports and reviews under the guidance of a designated teacher.
15. Giving relevant feedback to the teacher regarding the social, emotional and physical needs of pupils thus offering the teacher support in their assessment.
16. Contributing to monitoring and evaluating the learning environment provided for the pupils in his/her care and using this evaluation to help make necessary changes and developments within the classroom.
17. Working with teachers and other staff in planning the teaching programme and associated activities.
18. Taking an active role in liaising with external agencies and contributing towards reports for and contributing to reviews.
19. Following the school policy documents and schemes of work and to keep updated with school and National Curriculum documentation.
20. **Welfare and other duties**
21. Under teacher overall control, accepting shared responsibility for the creation of a safe environment for pupils within and outside the classroom.
22. Assisting in the supervision of pupils particularly at the beginning and end of sessions.
23. Providing general care and welfare by responding appropriately to the social, emotional and physical needs of pupils. This might include attending to sick or injured pupils.
24. Administer medication to pupils in accordance with the school’s policy and procedures (only where the post holder, in accordance with the LA guidance, has agreed to be the named volunteer for this task).
25. Supporting other Support Assistants as required.
26. To promote and implement the Council’s Equality Policy in all aspects of employment and service delivery.
27. **Child Protection**

Our school is committed to the safeguarding and welfare of all pupils and expects all staff and volunteers to share this commitment.

Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. The post is subject to satisfactory completion of pre-employment checks including an Enhanced DBS Disclosure check.

Please send completed applications to:

FAO Admin

Beech Hill Primary School

Linhope Road

West Denton

NE5 2LW

Applications close at midday on Wednesday 24th November

Interviews will be held on the afternoon of the 1st of December