

SPECIALIST TEACHING ASSISTANTS - GENERAL

STA2 - To work under the instruction/guidance of teaching/senior staff to undertake work/care/support programmes, to enable access to learning for pupils on a one to one basis and/or to assist the teacher in the management of pupils and the classroom. Work may be carried out in the classroom or outside the main teaching area. **The job is carried out using specialist skills, knowledge and equipment within a special context, working with children with substantial additional challenges which may be learning, physical, emotional or behavioural.**

SUPPORT FOR PUPILS

- Supervise and provide particular support for pupils, including those with special needs and multi-sensory impairment ensuring their safety and access to learning activities
- Assist with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes
- Establish constructive relationships with pupils and interact with them according to individual needs
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to interact with others and engage in activities led by the teacher
- Set challenging and demanding expectations and promote self-esteem and independence
- Provide feedback to pupils in relation to progress and achievement under guidance of the teacher
- To attend to pupils personal needs and implement related personal programmes including social, health, physical, hygiene, first aid and welfare matters.

SUPPORT FOR TEACHERS

- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans and assist with the display of pupils' work
- Use strategies, in liaison with the teacher, to support pupils to achieve learning goals
- Monitor pupils' responses to learning activities and accurately record achievement/progress as directed
- Provide detailed and regular feedback to teachers on pupils achievement, progress, problems etc.
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour
- Establish constructive relationships with parents/carers
- Provide clerical/admin. support e.g. photocopying, typing, filing, money.

SUPPORT FOR THE CURRICULUM

- Undertake structured and agreed learning activities/teaching programmes, adjusting activities according to pupil responses
- Support the use of ICT in learning activities and develop pupils' competence and independence in its use
- Prepare, maintain and use equipment/resources required to meet the lesson plans/relevant learning activity and assist pupils in their use

SUPPORT FOR THE SCHOOL

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
 - Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
 - Contribute to the overall ethos/work/aims of the school
 - Appreciate and support the role of other professionals
 - Attend and participate in relevant meetings as required
 - Participate in training and other learning activities and performance development as required
 - Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtime
 - Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher
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- The job holder may be required to undertake additional duties as could be reasonably required in exceptional or emergency situations.
 - The job holder will also often work across school to cover staff shortages as required.
 - This post is also subject to annual appraisal arrangements.

STA2 - Experience	<ul style="list-style-type: none">• Working with or caring for children of relevant age
Qualifications	<ul style="list-style-type: none">• Good numeracy/literacy skills• Completion of DfES Teacher Assistant Induction Programme• NVQ 2 for Teaching Assistants or equivalent qualifications or experience• Training in the relevant learning strategies e.g. literacy• First aid training/training as appropriate
Knowledge & Skills	<ul style="list-style-type: none">• Effective use of ICT to support learning• Use of other equipment technology - video, photocopier• Understanding of relevant policies/codes of practice and awareness of relevant legislation• General understanding of national/foundation stage curriculum and other basic learning programmes/strategies• Basic understanding of child development and learning• Ability to self-evaluate learning needs and actively seek learning opportunities• Ability to relate well to children and adults• Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these