



PERSON SPECIFICATION

POST TITLE: Teaching Assistant

GRADE: Grade F SCP 7-8

	Essential	Desirable
QUALIFICATIONS/ TRAINING:	L2 Early Years Teaching Assistant Qualification	First Aid Certificate Other relevant qualifications
EXPERIENCE:	Experience of working with Primary aged children	Experience working with pupils with SEND
SKILLS/ KNOWLEDGE:	Strong interpersonal and communication skills (including accurate grammatical skills) Ability to maintain a safe, secure and attractive environment in which children can thrive Ability to relate well to children Experience of resource preparation to support teaching and learning General awareness of inclusion Ability to work effectively as part of a team Ability to build positive relationships with pupils and adults	Understanding of children with different Special Educational Needs Effective use of IT
PERSONAL ATTRIBUTES:	Commitment to the school's inclusive Christian ethos and values Patience, empathy, and resilience Having an optimistic and enthusiastic outlook Flexible and proactive approach High expectations of self and others Ability to work collaboratively as part of a team Commitment to professional development Integrity, professionalism, and a strong sense of responsibility Commitment to safeguarding and promoting the welfare of children	Willing to take an active role in aspects of school life beyond the school day.

ST JOHN THE BAPTIST PRIMARY SCHOOL
St. John's Way, Ragworth, Stockton-On-Tees, TS19 0FB

St John the Baptist CE Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff, governors, volunteers and visitors to share this commitment.

POST TITLE: Teaching Assistant Level 2 – Whole School

GRADE: F (SCP 7-8)

REPORTS TO: Class Teacher/Key Stage Lead/Middle Leaders

MAIN PURPOSE: To work under the guidance of teaching/senior staff, to undertake work/care/support programmes, to enable access to learning for pupils, including those with SEND and 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.

TASKS:

SUPPORT FOR THE PUPIL:

- Supervise and provide support for pupils, including those with special educational needs, ensuring their safety and access to learning activities
- Be aware of and implement 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

SUPPORT FOR THE TEACHER:

- 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 both inside and outside the classroom
- 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 under teacher guidance

SUPPORT FOR THE CURRICULUM:

- Support the use of IT 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
- Contribute to the creation of a stimulating learning environment.

SUPPORT FOR THE SCHOOL:

- Uphold and promote the Christian ethos and values of the school.
- Be aware of and comply with policies and procedures relating to safeguarding, 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 positively 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
- Assist with the supervision of pupils out of lesson times
- 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
- Participate in training and other learning activities and performance development as required – including safeguarding
- Show a duty of care and take appropriate action to comply with Health & Safety requirements at all time
- Demonstrate and promote commitment to Equal Opportunities and to the elimination of behaviour and practices that could be discriminatory
- To promote and safeguard the welfare of children and young persons for whom you are responsible and with whom you come into contact

SAFEGUARDING - Promoting the Welfare of Children and Young People:

- Demonstrate a commitment to safeguarding and promoting the welfare of children and young people, staff and volunteers.
- Demonstrate a thorough understanding of safeguarding and safer recruitment policies and procedures, and their application within an educational setting/environment.

The post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.