Job Title:	Teaching Assistant
Grade:	Grade 3
Hours:	Term Time - (32.5 hours, 08:00 – 15:00 Monday to Friday)
Reporting to:	SENCO

Main Duties:

To work the alongside the SENCO and SEND team to support the delivery of quality teaching and learning and to help raise standards of achievement for all students. Main duties are as follows:

- To support students and staff within lessons, working in partnership to provide effective support with learning activities
- To participate in planning and evaluation of learning activities alongside the teacher, providing feedback to the teacher on student progress
- To encourage participation of students in social and academic processes of the school
- To support students to become more independent learners
- To contribute to the overall culture and ethos of the school
- To model our core values of integrity, creativity and excellence
- To supervise students on visits, trips and out of school visits as required
- To work with subject teachers in classrooms, laboratories, workshops etc. to provide help to students as and when required
- To liaise with subject teachers to become familiar with schemes of learning and the tasks expected from students in individual lessons
- Maintaining and updating classroom and corridor displays as required
- To act as a learning mentor for individual students or small groups to provide specific help with aspects of learning e.g. literacy skills, behaviour etc.
- To attend relevant professional development and participate in whole school training as appropriate
- To maintain and support with school standards on discipline and behaviour and to record incidents on Arbor.
- To provide daily organisational support to the ARC provision, morning and afternoon meetings.
- Assisting with the supervision of students during breakfast, break or lunchtimes

- Familiarity with the full range of school policies and procedures/strategies, particularly those regarding health and safety, child protection, behaviour management, equal opportunities, special educational needs and confidentiality, and undertaking training and development in all such areas as required
- To model the Ferryhill School staff virtues every day
- Attending meetings and liaising and communicating with colleagues in school, parents, outside agencies and other bodies as and when required
- Be an effective role model for the standards of conduct expected by students, promoting positive values, attitudes and behaviours

The above duties and responsibilities are not an exhaustive definition of all tasks associated with the post. These duties may vary from time to time without materially affecting the level of responsibilities or character of the post and this is reflected in the grading.