



Eton Wick C of E First School and Nursery

Teaching Assistant Job Description

Job Title	Teaching Assistant to include working with SEND children
Responsible to	The Headteacher
Job Purpose	To assist the classroom teacher in the provision of learning and educational opportunities for pupils.
Knowledge, skills and experience	These are desired, but training will be given, where needed. • Basic level of literacy and numeracy • At least 2 years' experience of working with/interacting with children • Ability to relate sympathetically to children. • Understanding of the educational objectives of the school. • First Aid training • Commitment to training/development of knowledge • Understanding of child protection
Job accountabilities	• Under the direction of the classroom teacher, provide support to individual children/small groups of children in the completion of a wide range of learning activities including reading, writing, mathematics, so that they achieve/complete the task for that session. • Support the teacher in the delivery of structured programmes for groups of pupils; this will include supporting the teacher with whole group sessions, working with small groups or individuals, preparing resources, discussing progress etc. • Provide support in such a way as to facilitate the child's/children's independent learning, by explanation, encouragement etc. • Influence the behaviour of children in the group by reinforcing standards set by the classroom teacher and within the school's behaviour policy. • In line with the requirements set by the classroom teacher assist in the preparation of the teaching room/area for the session's activities including setting up furniture and resources ensuring that the teacher has all the resources specified and that the environment is safe for children to use. • Assist the teacher with assessments and monitoring the progress of children to enable the teacher to establish children's level of competency and identify individual or group targets. • Undertake First Aid duties in line with qualification/training received and act in line with the schools' accident/incident policy. • Perform duties in line with Health & Safety guidance. <i>If working with a child with SEND:</i> • In line with the agreed special needs/IEP and other specialist plans e.g. occupational therapy/speech therapy provide one to one support to a child in the classroom so that they work productively towards achieving/completing the task for that session. This will involve understanding the learning objectives of the activity. This can include working with small groups which include a child with special needs. • Contribute to the child's personal development/action plan, so that it meets their identified needs, by working with other professionals. • Attend meetings with teachers and other specialist professionals and provide information on individual cases to enable action plans to be prepared.

If you would like to discuss this role further and have a tour of our school, please contact the school office:

email: office@etonwickschool.org.uk Tel: 01753 860096