



CHALLENGE

ACHIEVE

RESILIENCE

ENCOURAGE

JOB DESCRIPTION – SEND Primary Teaching Assistant Grade 3

Role Purpose:

To work under the instruction/guidance of the Senior Leadership Team and class teacher to support the delivery of quality learning, teaching and assessment to help raise standards of achievement for all children in the Acorn Room.

Main Duties and Responsibilities:

- To ensure that all policies implemented by the school are actively upheld and promoted at all times.
- To build and maintain positive and constructive working relationships with pupils, families, multi-agencies, professionals and colleagues, to maximise pupils' development and maintain the overall ethos and vision of the school.
- To adopt relevant strategies to increase achievement of pupils in our Acorn Room who have with special educational needs and disabilities (SEND)
- To support with the monitoring, recording and reporting of pupil progress to support with the attainment of all pupils.
- To support pupils within the learning environment, including those with special educational needs, to promote independence, inclusion, acceptance and equality of access to learning opportunities for all pupils.
- To support in the delivery of learning, ensuring that high levels of behaviour and engagement are upheld.
- To draw upon professional learning undertaken as the basis upon which to select and plan effective strategies and interventions
- To contribute to pupil reviews, including the gathering of appropriate views, data and reports
- To understand the range factors that can adversely affect a pupils social, emotional and personal development and know how to appropriately intervene and escalate to external agencies
- To promote and support the personal care routines of pupils
- To work in close collaboration with colleagues and parents/carers to support individual pupils with their transition and re-integration.

- To use multi-sensory and therapeutic approaches to engage learners and develop their awareness of self and others
- To use the engagement model tool to develop and assess learners skills and knowledge (exploration, realisation, anticipation, persistence and initiation)
- To use pupil-centered approaches that focus on abilities rather than disabilities
- To create and maintain a safe, emotionally secure and purposeful indoor and outdoor learning environment
- To promote and foster language and communication

General Duties

- To undertake appropriate professional development including adhering to the principle of performance management.
- Co-operate with the school in complying with relevant health and safety legislation, policies and procedures.
- Carry out the duties and responsibilities of the post in compliance with the school's policies and procedures.
- Support the aims and ethos of the school.

Fulfil wider professional responsibilities:

- make a positive contribution to the wider life and ethos of the school
- develop effective and constructive professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- Attend meetings as requested.

Notes

- This job description is not necessarily a comprehensive definition of the post.
- It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the post-holder.