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**Job description**

**Level 2b Teaching Assistant**

**Main Purpose of the Role**

The main purpose of the Level 2 Teaching Assistant at St Michael and All Angels is to provide support to the classroom teacher and pupils, ensuring a positive and inclusive learning environment. The Level 2 Teaching Assistant plays a crucial role in assisting with the implementation of the curriculum, supporting individual children\s' needs, and promoting their overall development and well-being.

**Key Responsibilities and Duties**

* Assist the classroom teacher in preparing and delivering lessons, providing support to individual pupils or small groups as directed.
* Support pupils with their learning, ensuring their understanding of instructions and tasks.
* Help create a positive and inclusive classroom environment by promoting good behaviour and maintaining discipline according to the school\'s policies.
* Collaborate with the classroom teacher in assessing, monitoring, and recording pupils progress, providing feedback to both pupils and teachers.
* Assist in the preparation and organisation of classroom resources and materials.
* Provide support to pupils with special educational needs or additional learning requirements, following individualised education plans (IEPs) and adapting teaching strategies accordingly.
* Supervise pupils during break times, ensuring their safety and well-being.
* Collaborate with the classroom teacher in planning and implementing activities and interventions to support pupils social and emotional development.
* Attend departmental meetings and training sessions as required.
* Perform administrative tasks, such as maintaining records and preparing reports.

**Skills and Competencies**

* Excellent communication skills, both verbal and written, with the ability to effectively interact with pupils, teachers, and parents.
* Strong organisational skills and the ability to manage time efficiently, multitask, and prioritise duties.
* Patience, empathy, and the ability to build positive relationships with pupils, creating a nurturing and supportive learning environment.
* Flexibility and adaptability to meet the diverse needs of pupils and adjust teaching strategies accordingly.
* Knowledge of educational strategies and techniques to support and enhance pupils learning.
* Understanding of safeguarding and child protection procedures and the ability to ensure a safe and secure environment for pupils.
* Ability to work collaboratively as part of a team, supporting colleagues and contributing to the overall success of the school.

**Professional Development**

As a Level 2 Teaching Assistant, there are various opportunities for professional development and growth within our school. The school encourages continuous learning and provides training sessions, workshops, and mentoring programmes to enhance teaching and support skills. The Level 2 Teaching Assistant is also encouraged to engage in professional development activities outside of the school, such as attending conferences or pursuing further qualifications, to broaden their knowledge and expertise in the field of education. Ongoing professional development is essential to ensure the Level 2 Teaching Assistant remains effective in their role and contributes to the overall success of the school