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## Job Description – Teaching Assistant 2B (Grade 5)

### Main activities

- Working with school systems to safeguard children
- Developing positive relationships with children, staff and parents
- Contributing to a supportive and nurturing learning environment
- Supporting teaching and learning of individuals, groups and whole class
- Supporting children with SEND and / or challenging behaviour
- Contributing to and evaluating children’s action plans linked to SEND and / or behaviour
- Using positive behaviour management strategies consistently
- Implementing and adapting learning activities / specific programmes for individuals and groups
- Providing immediate and purposeful feedback to children and teachers to support learning
- Monitoring and recording pupil progress, including formal assessments
- Using ICT effectively to support teaching and learning
- Creating relevant classroom resources to support teaching and learning
- Following appropriate training, supporting children’s medical / health needs
- Providing short term cover for a class when the teacher is absent
- Administering First Aid, when trained, to pupils following school procedures
- When needed, providing intimate care to pupils
- At all times, following the school’s confidentiality, safeguarding and health & safety policies and procedures
- Having a flexible, positive and hardworking attitude to work
- Using your initiative, work independently to prioritise and complete tasks
- Working effectively and collaboratively with others in different teams
- Maintaining high levels of integrity and confidentiality
- Promoting good progress in continuous provision, phonics and early reading as appropriate

### Continuing Professional Development

- Identifying and attending relevant CPD and implement relevant strategies
- Responding positively to, and implementing as necessary, any feedback from colleagues

### Other

- Commitment to take an active part in the wider life of the school, including clubs
- Willing to share personal skills and talents with the school
- Commitment to welfare and other roles depending on the needs of the school
- Excellent health, attendance and punctuality
- Neat, tidy and professional appearance

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- This school is committed to **safeguarding** and protecting the welfare of all children and young people and expects all adults in school to share this commitment.
  - We are committed to achieving **equal opportunities** in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.
  - All employees have a responsibility for their own **health and safety** and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.
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**Job descriptions will be reviewed at least annually and modified depending on the needs of the school.**

Reviewed: RS June 2024