



Job Title:	Teaching Assistant
Location	King's Academy Meadow Vale
Reporting to	Class Teacher
Hours	8.45am – 3.15pm
Salary	KGA01 – KGA04 depending on experience
Role Purpose	<p>The Teaching Assistant plays a key role in supporting pupils' learning, wellbeing, and inclusion within the classroom and across the school. Working under the direction of the class teacher, the Teaching Assistant supports individuals and groups of pupils to access learning, develop independence, and make progress.</p> <p>The post-holder will demonstrate the Trust values of Honesty, Faith, and Courage, modelling professionalism, compassion, and a commitment to putting pupils first.</p>
Main Responsibilities	
	<p>Pupil Support & Learning</p> <ul style="list-style-type: none"> • Support pupils' learning in line with teacher direction and lesson plans. • Work with individuals and small groups to reinforce learning and develop skills. • Encourage pupil independence, confidence, and positive attitudes to learning. • Adapt support strategies to meet a range of learning and additional needs. <p>Inclusion & Wellbeing</p> <ul style="list-style-type: none"> • Support pupils with SEND, SEMH, or additional needs as required. • Promote inclusive practice so all pupils feel valued and supported. • Assist with personal care and wellbeing needs where appropriate. • Support pupils' social, emotional, and behavioural development. <p>Classroom & Behaviour Support</p> <ul style="list-style-type: none"> • Help maintain a calm, purposeful, and safe learning environment. • Support positive behaviour in line with school policies. • Observe and report concerns regarding pupil progress, behaviour, or wellbeing.

Professional Responsibilities <ul style="list-style-type: none">● Work collaboratively with teachers, support staff, and leaders.● Contribute to assessment by sharing observations and feedback.● Participate in training, briefings, and professional development.● Uphold safeguarding, confidentiality, and professional standards at all times.	
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Flexibility Statement

The content of this Job Description represents an outline of the post only and is therefore not a precise catalogue of duties and responsibilities. The Job Description is therefore intended to be flexible and is subject to review and amendment in the light of changing circumstances, following consultation with the post holder.

Post Holder

Signature _____

Dated _____

Print Name _____

Person Specification – Teaching Assistant	Essential	Desirable
Qualifications		
GCSEs (or equivalent) in English and Mathematics at Grade C/4 or above	*	
Level 2 or Level 3 Teaching Assistant qualification		*
Safeguarding training or willingness to undertake	*	
Knowledge and Experience		
Experience working with children or young people	*	
Experience supporting learning in a classroom		*
Experience supporting pupils with SEND or additional needs		*
Experience working with small groups or 1:1 support	*	
Skills		
Ability to support learning under teacher direction	*	
Strong communication and interpersonal skills	*	
Ability to build positive relationships with pupils	*	
Understanding of inclusive practice and safeguarding	*	
Basic IT skills (e.g. recording observations)	*	
Additional Skills and Characteristics		
Commitment to the school's values and ethos	*	
Committed to personal development for all staff including themselves.	*	
Committed to abide by and promote the Academy's Equal Opportunities, Health and Safety and Child Protection Policies.	*	
Committed to safeguarding and promoting the welfare of children and young people.	*	
The post holder will require an enhanced DBS.	*	