



Summerswood Primary School

Job Description- Teaching Assistant

Purpose of the Role

To support pupils' learning, development and wellbeing across the school, with a particular focus on EYFS and Year 1. The Teaching Assistant will work with individuals, small groups and whole classes to help children access learning, make progress and develop confidence and independence.

Key Responsibilities

Supporting Learning

- Assist the class teacher in delivering engaging learning activities.
- Support children individually and in small groups to achieve learning objectives.
- Help pupils develop literacy, numeracy and communication skills.
- Adapt support to meet the needs of different learners, including those with SEND.
- Encourage positive attitudes towards learning and achievement.
- Support children's learning through both adult-led and child-initiated activities.
- Promote language development, social skills and independence.
- Assist with transition arrangements between EYFS and Key Stage 1.
- Support early reading, phonics, writing and mathematics activities.

Supporting the school

- Prepare and organise learning resources as directed by teachers.
- Supervise pupils during breaktimes, educational visits or other activities as required.
- Contribute to observations, assessments and record keeping where appropriate.
- Attend relevant staff meetings, training and professional development opportunities.
- Follow all safeguarding, health and safety, and school policies and procedures.

Personal Specification

Essential
• Experience working with children in a primary school setting. • Have a positive and caring approach towards children. • Be able to work effectively as part of a team. • Demonstrate good communication and interpersonal skills. • Be flexible, reliable and willing to support across different year groups when required. • Have a commitment to safeguarding and promoting the welfare of children. • Relevant Teaching Assistant qualification or equivalent experience.
Desirable
• Level 3 Early Years Educator (EYE) or another DfE-approved Level 3 Early Years qualification. • Other qualification relevant to supporting children's learning and development in a primary school • Knowledge of the Early Years Foundation Stage • Experience supporting pupils with additional needs.

Safeguarding

Summerswood Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful applicant will be subject to appropriate pre-employment checks, including an enhanced DBS check.