



TEACHING ASSISTANT

Start Date: ASAP

Salary: TA G3 6 – G3 9 £17,254.49-£21,529.34(Actual Salary)

Contract Type: Fixed-Term until 31.08.2027

Working Hours: 31.25 hours per week, Full-Time, term time only (39 weeks, term time plus training days) or as agreed.

Directorate: Support Staff

Location: Pinchbeck East C of E Primary Academy, Boston, Lincolnshire.

Reporting To: Head Teacher

JOB PURPOSE:

To support children in the classroom as directed by the class teacher.

DUTIES

The jobholder should have the ability to fulfil all or most of the following:

To aid pupils to learn as effectively as possible both in group situations and on their own by, for example:

- Clarifying and explaining instructions
- Ensuring the pupils can use equipment and materials provided
- Motivating and encouraging the pupil(s) as required by providing levels of individual attention and reassurance and help with learning tasks as appropriate to pupils' needs.
- Assisting and supporting all pupils at different times in all areas of learning as directed by the class teacher.
- Using praise, commentary and assistance to encourage pupils to concentrate and stay on task.
- Liaising with class teacher to discuss pupils' learning.
- Providing additional support to individuals or groups when requested by the class teacher.
- Consistently and effectively implementing agreed behaviour management strategies.
- Helping to ensure appropriate resources are available to support learning.
- Supporting differentiation and feedback to class teacher.
- To establish supportive relationships with pupils.
- To promote the acceptance and inclusion of all pupils and encouraging pupils to interact with each other in an appropriate, acceptable and respectful manner.
- Monitor pupils' response to learning and, where appropriate, modify or adapt activities as agreed with the teacher to achieve the intended learning outcomes.
- To give positive encouragement, feedback and praise to reinforce and sustain the pupils' efforts and develop self-reliance and self-esteem.
- To support pupils in developing social skills both in and out of the classroom.
- To provide regular feedback on pupils' learning and behaviour to the teacher.
- When working with a group of pupils, understand and use group dynamics to promote group effectiveness and support group and individual performance.



- To know and apply school policies on Child Protection, Safeguarding, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities.
- To be aware of confidential issues linked to home/pupil/teacher/school.
- To contribute towards reviews of the pupil's progress.
- To comply with legal and organisational requirements to maintain the health, safety and security of yourself and others in the learning environment.
- To take part in training activities offered by the school to further the knowledge and skills of working with a pupil with specific learning difficulties.
- To support playground/break time supervision.
- To accompany the teacher and pupils on educational visits.



Person Specification

Essential	Desirable	Measure
Education and Qualifications		
- Educated to a minimum of GCSE (or equivalent) Grade 4 in Maths and English - Willingness to undertake CPD	Additional SEN qualifications	Application form/Interview
Experience, Knowledge and Understanding		
- Previous experience of working with children with additional needs - Experience of working as part of a team - Understanding of health and wellbeing, safety and child protection - Awareness of data protection and confidentiality - Computer literate and proficient (email, word processing)	- Previous experience working in partnership with parents - Understanding of the Academy's ethos and values	Application form/Interview
Skills and abilities, Personal Qualities		
- Effective oral and written communication skills - Excellent behaviour management skills - Excellent planning and organisational skills - Competent ICT skills - Ability to act on own initiative - Ability to work in a team - High standards in your attendance and punctuality - Support the Academy and Trust policies on safeguarding and child protection	- Proficient with school online systems (i.e. CPOMS) - Self-confidence and resilience - Good sense of humour	Application form/Interview