

As a member of staff at South End Infant School you will take responsibility for promoting and safeguarding the welfare of the children and other staff within the school.

Staff Member: -

Accountable to: Class Teachers, Year Group Leads and line managed by the Headteacher

Purpose of Job

To support EYFS teaching staff in raising pupil attainments through:

- Enhanced support within the EYFS provision
- Supporting and replicating the quality first teaching within classrooms
- Delivering interventions for children in receipt of the Pupil Premium Grant, with Individual SEND support plans or as part small group work to enable children to catch up then keep up
- Supporting children who have English as an Additional Language.
- Having high expectations to enable all learners to be confident and independent
- Supporting the pastoral and educational development of every child

Principal Accountabilities

- Working with the teacher to implement strategies to support pupils in developing their skills and confidence in the core and wider curriculum.
- Working in partnership with teachers, other staff and parents to facilitate full access to the Foundation Stage for all children.
- Working with the teacher and SENDCo to deliver interventions according to need in 1:1 and small group contexts
- Assisting in the assessment and recording of pupil progress.
- To work with colleagues to set targets for the next stage of learning.
- To resource activities for children
- Assess effectiveness of interventions and provisions
- Exemplifying and encouraging the Values of the school - Respect, Courage, Aspiration, Perseverance, Pride and Independence
- Promoting the behaviour management ethos at all times – Be Respectful, Be Responsible, Be Ready to Learn - in school and with all learners
- Support teaching and promoting learning, explaining and adapting work, supporting pupils and helping to give them access to lessons, prompting and encouraging pupils enabling active engagement in learning
- Promoting inclusive education and integration and helping relationships by encouraging positive interaction between pupils.
- Attending and contributing to joint planning meetings with teaching staff to agree expectations and requirements.

Other Duties and Expectations

- To undertake preparation work requested by the Class Teacher or SENDCo.
- To undertake duties for playtimes in conjunction with other members of staff which will include the following areas of duty to be shared between all assistants:
 - Playground: Watching children to ensure safety
Bringing children inside if injured
 - Inside Duty: Ensuring children's safety in school
- Caring for any minor injuries in accordance with first aid policy
- Monitoring corridors
- To accompany any school visits or trips
- To assist keeping general areas tidy
- Teaching Assistants are invited to attend all school functions and are occasionally required to attend an evening meeting.
- TAs participate in INSET day training and activities
- Comply and assist with all the school policies.
- Contribute and support the overall work ethos, aims and objectives of the school
- Establish constructive relationships with outside agencies to support the individuals as required
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- To attend team, staff meetings and CPD activities as required
- To be proactive in matters in relation to Health and Safety
- Follow procedures relating to child protection, equal opportunities, health and safety, confidentiality and data protection, reporting concerns to appropriate persons.
- This job description will be reviewed on an annual basis and may be subject to change in consultation with the post holder.

Confidentiality of school business and pupil's personal affairs must be observed at all times.

Signed:

Date: