



The Four Cs MAT is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments involve regulated activity and are subject to an Enhanced DBS disclosure and two successful references. Online searches are carried out on all shortlisted candidates.

Job Title: SEND Teaching Assistant

Grade: 6

Purpose of the Role: Working under the direction of the SENDCo, Inclusion Team and Class Teachers to support pupils with additional needs to access learning, develop independence and achieve their individual targets.

MAIN RESPONSIBILITIES

- Support pupils with additional needs to access learning and achieve their individual targets.
- Work closely with the Inclusion Team, SENDCo and Class Teachers to support pupils' academic, social and emotional development.
- Deliver adapted learning activities and targeted interventions for individuals and small groups.
- Promote inclusion, independence, engagement and positive behaviour.
- Monitor pupil progress and provide feedback to staff to support next steps in learning.
- Support the implementation of Learning and Support plans and EHCP outcomes where applicable.
- Support the safeguarding, welfare and wellbeing of pupils at all times.
- Develop positive relationships with pupils, staff, parents and carers.

SPECIFIC DUTIES

- Adapt and deliver learning activities under the guidance of the SENDCo, Inclusion Team, and Class Teachers.
- Support pupils within the classroom and in SEND provision spaces where required.
- Deliver targeted intervention programmes and support strategies.
- Prepare and adapt resources to meet individual pupil needs.
- Support pupils with communication, emotional regulation and engagement in learning.
- Observe, monitor and record pupil progress and provide feedback to staff.
- Support pupils to develop confidence, resilience and independence.
- Contribute positively to behaviour support and the creation of a safe learning environment.
- Support the use of ICT and adapted resources to enhance learning.

- Attend relevant meetings, training and professional development opportunities.
- Accompany pupils on educational visits and activities where required.
- Comply with all safeguarding, confidentiality, health and safety and data protection procedures.

Variation Clause:

1. This is a description of the job as it is constituted at the date shown. It is the practice of the school to examine job descriptions periodically, update them and ensure that they relate to the job performed, or to incorporate any proposed changes consistent with funding. This procedure will be conducted by the Head of School in consultation with the post holder.
2. In these circumstances, it will be the aim to reach an agreement on reasonable changes, but if agreement is not possible management reserves the right to make changes to the job description following consultation.

Flexibility Clause:

1. Other duties and responsibilities express and implied which arise from the nature and character of the post consistent with funding.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Signed:

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Print Name:

Date:.....