

Teaching Assistant (1:1 SEND Support)

Job Description and Person Specification

Hours

Part-Time (0.6 FTE), 8.30am–3.30pm, term time only
Responsible to: Headteacher, SENCO and Class Teacher

Purpose of the Role

To provide high-quality support for a pupil with complex additional needs within a mainstream primary setting. The Teaching Assistant will work closely with the class teacher, SENCO, family and external professionals to enable the pupil to access learning, develop independence, participate fully in school life and achieve the outcomes identified within their Education, Health and Care Plan (EHCP).

The role focuses on removing barriers to learning, promoting inclusion and supporting the pupil's academic, social, emotional and communication development through evidence-informed practice.

Supporting the Pupil

- Build a positive, professional and trusting relationship with the pupil.
- Support the delivery of provision identified in the pupil's EHCP and individual support plans.
- Adapt learning activities and resources to enable access to the curriculum.
- Foster independence, self-regulation, communication and confidence, avoiding unnecessary adult dependence.
- Use strategies recommended by the SENCO and external professionals to support learning and wellbeing.
- Support the pupil during lessons, transitions, playtimes, educational visits and other school activities as required.
- Promote positive social interaction, friendships and participation in the wider life of the school.
- Contribute to a safe, nurturing and inclusive learning environment.

Supporting Teaching and Learning

- Work under the direction of the class teacher to deliver targeted interventions and learning activities.
- Contribute observations that inform planning, assessment and review of provision.
- Monitor and record progress towards agreed outcomes and targets.



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- Support the use of visual supports, communication systems, assistive technology or other specialist resources where appropriate.
- Help prepare and organise learning materials and resources.

Working as Part of a Team

- Work collaboratively with teachers, the SENCO, support staff and external agencies.
- Share relevant information professionally and sensitively while maintaining confidentiality.
- Contribute to review meetings and annual EHCP reviews as required.
- Maintain positive relationships with parents and carers in line with school procedures.

Professional Responsibilities

- Uphold the school's values, policies and Christian ethos.
- Demonstrate high standards of professionalism, attendance and conduct.
- Participate in relevant training and continuous professional development.
- Promote equality, diversity, inclusion and the rights of all children.
- Follow all safeguarding, health and safety, confidentiality and data protection requirements.
- Undertake other duties appropriate to the grade of the post and consistent with the purpose of the role.

Person Specification

Essential

Experience and Knowledge

- Experience of working with primary-aged children.
- Understanding of inclusive practice and child development.
- Commitment to enabling all children to achieve and participate fully in school life.
- Ability to build positive relationships with pupils, families and colleagues.
- Understanding of safeguarding responsibilities.

Skills and Abilities

- Excellent communication and interpersonal skills.
- Ability to work effectively as part of a team.
- Ability to adapt approaches to meet individual needs.
- Ability to support children to develop independence and resilience.
- Good organisational skills and record-keeping.
- Competent IT skills.



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Qualifications

- GCSE Grade C/4 or above (or equivalent) in English and Mathematics.

Personal Qualities

- Patient, calm and empathetic.
- Positive, flexible and resilient.
- Reflective and willing to learn.
- Reliable and professional.
- Supportive of the Christian ethos of the school.

Desirable

- Experience of supporting children with SEND, particularly complex communication, interaction, cognition or sensory needs.
- Experience of implementing provision outlined in EHCPs.
- Relevant Teaching Assistant or SEND qualifications.
- Training in autism, speech and language needs, emotional regulation, communication approaches or other areas of SEND.

Safeguarding Statement

Wychwood CE 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 enhanced DBS checks, online searches, satisfactory references and all other safer recruitment requirements.