



JOB DESCRIPTION

Job Title	SEND Teaching Assistant
Salary & Grade	Grade 5
Line Manager	Headteacher/SENDCO

Duties and Responsibilities

At Bexton, the following areas have been highlighted as being of particular importance:

- The successful candidate will primarily be based in the Resource Provision but may also support children in mainstream classes when required.
- To work alongside the team of staff in the RP to ensure best practice within the provision for all children.
- To support and work as part of a whole team to meet the complex needs of the children.
- To follow the direction given from the SENCo team/room leader around the teaching and learning in the provision to support the educational experience of the children.
- To use EHCP targets to help plan and prepare activities under the guidance of the teacher/SENDCo.
- To carry out intimate care for some of our pupils, including nappy changes.
- Administer medication within the provision as per individual care plans (following school procedures and policies).
- To ensure the safeguarding and welfare of all children in your care.
- To build and maintain positive relationships with parents/carers.
- To adhere to and follow the setting's policies and procedures.
- To ensure confidentiality is adhered to at all times.
- To attend regular team meetings.
- To ensure standards of health and safety, hygiene and cleanliness are maintained at all times to minimise risk.
- To attend additional training events and meetings as identified by the SENCo's/SLT.
- To liaise and work in partnership with external agencies (SALT, Ed Psych, Physio) to support children within the setting as appropriate.
- To undertake any other duties as deemed necessary by the SENCo/SLT team.