

Job Description: Teaching Assistant Intern

Job Title: Teaching Assistant Intern

Reporting to: SENDCO

Pay Scale: £10.85 - £12.71 per hour, dependent on age

Hours: 22-35 hours per week

Role Summary

To support the classroom teacher in facilitating the active participation, learning and wellbeing of pupils. The 6-week Internship will provide hands-on experience in a school environment while helping to create a positive, inclusive and engaging learning atmosphere.

Responsibilities

- Under the direction of the teacher, carry out planned tasks to support pupil learning.
- Build supportive relationships with individual pupils or small groups to help them understand and complete activities.
- Provide learning support for pupils with additional needs, including those with SEND or for whom English is an additional language.
- Assist with pupils' emotional and physical care needs as required.
- Promote inclusion by ensuring all pupils feel involved and able to participate in classroom activities.
- Support the delivery of the school curriculum, including literacy, numeracy and other subject activities, as directed by the teacher.
- Contribute to simple records or observations on pupil progress as directed.
- Support the management of pupil behaviour and help resolve minor issues to allow teaching to continue smoothly.
- Build positive working relationships with staff, pupils and parents or carers.
- Contribute to maintaining a safe, tidy and healthy learning environment.
- Attend and participate in staff meetings or training sessions as appropriate for an intern.

General

- To have due regard for Safeguarding, Data Protection and Health and Safety policies
- To undertake appropriate training as required
- To undertake any other duties which may be assigned to the post from time to time as directed by the Principal and Business Support Coordinator

To be eligible for an internship, you must:

- Live in Cambridgeshire and Peterborough,
- Not be in education, employment, or training,
- Have the right to work in the UK,
- Be aged 18+ (with no upper age limit), and

If you do not meet all of these requirements, you are not eligible for an internship at this time.

This job description is intended as a general guide to the duties attached to the post and is not an inflexible specification. It may therefore be altered from time to time to reflect the changing need of the service, always in consultation with the postholder.