

FARMOR'S SCHOOL

Job Description and Person Specification

Post Title	Teaching Assistant		
Line Management	Accountable to the SENCo		
Grade	Grade 3 (Unqual) or Grade 4 (Qual)	Range	As per grade.

Accountabilities

The post holder is accountable for:

Supporting – The Assistant Head (Inclusion)
The SENCo
The Student
The Teacher
The School

Primary duties

To support teaching staff and the SENCo with their responsibility for the development and education processes by providing care and supervision to children, including those with special needs.

Under the direction of, and within an educational plan provided by the classroom teacher.

- Support the learning of SEND pupils through differentiation
- Facilitate the social and emotional development of SEND pupils
- Support the teachers in managing class behaviour
- Help with organising resources in the classroom
- Feedback to teaching staff re progress or concerns
- Communicate effectively with parents/carers
- Personal care
- Assist pupils in being organised and ready to learn
- Work with small groups of pupils under teacher direction (for Qualified TA positions)
- Provide cover for Learning Support Centre during breaks on a rota basis.

Post holders should expect to carry out any other duties which may reasonably be expected given the nature of the role or any other reasonable request from the Headteacher to undertake work of a similar level that is not specified in this job description.

Qualifications/Experience

No specific qualification required for Unqualified TA positions.

NVQ, Supporting teaching and Learning (Level 3) or equivalent for Qualified TA positions

An enhanced clearance by the Disclosure and Barring Service (DBS) is required for this post

Reviewed: April 2022