



JOB DESCRIPTION

POST TITLE:	Intervention Teaching Assistant
RESPONSIBLE TO:	Assistant Headteacher SENDV SENDV Manager
GRADE:	D
POSTHOLDER:	TBC

GENERAL RESPONSIBILITIES:

Liaise with teachers, other support, health and education specialists, parents, visitors and volunteers and appreciate/support their roles.

Under the instruction/guidance of teaching or other senior staff and within the overall ethos of the school, undertake care and learning programmes and activities to support individuals or groups of pupils, including more specialised support for those with special education needs, enable access to learning for pupils and assist the teacher in the management of pupils and the classroom.

SPECIFIC DUTIES:

1. To attend to the personal and social needs of pupils and any other special requirements depending on the nature of a pupil's special needs and, wherever possible, making these part of the learning experience.
2. To deliver planned interventions to a range of pupils identified by the Intervention Manager
3. To work closely with the Intervention Manager on reporting around student attendance, student engagement, with baseline and end data, around all interventions
4. To set up, monitor, deliver and promote the engagement of computer based programmes such as iDL, Bedrock and SENECA

Support for Teachers

5. To provide feedback to teachers around how the intervention outcomes can be embedded into future teaching and learning strategies.
6. Administer routine tests and invigilate exams

Support for the Curriculum

7. Undertake structured and agreed learning activities/teaching programmes, adjusting activities according to pupil responses, including undertaking literacy and numeracy programmes, recording achievement and progress, including feeding back to teachers.

Support for the School

8. Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
9. Be aware of and support differences and ensure all pupils have equal access to opportunities to learn and develop.
10. Attend and participate in relevant meetings as required and participate in training and other learning activities and performance development as required.
11. Assist with the supervision of pupils out of lesson times, including before and after school and accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher.
12. Undertake other similar activities that may fall within the grade and scope of the post as directed by the Headteacher, Deputy Headteacher and Assistant Headteacher of SENDV.

ACCEPTANCE

I acknowledge receipt of this job description of which this is a copy

Signature:.....

Date:.....

Print Name:.....