

# Job Description

## Kennet School



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|------------------------|------------------------------------------------------------------|
| <b>Job Title:</b>      | Inclusion Teaching Assistant                                     |
| <b>Hours and Weeks</b> | 8:45am-3:30pm (Monday-Fridays), term time only plus 3 inset days |

### Job Summary

The Inclusion Teaching Assistant will provide targeted support for pupils with special educational needs. Working under the direction of teaching staff and the SEND team, the post holder will support pupils to access the curriculum, develop independence, and engage positively in school life.

### Main Duties & Responsibilities

- To develop an understanding of the learning needs of pupils and use this knowledge to support them to become independent learners in the classroom
- To consider pupil's learning needs and ensure their access to the lesson and its content through appropriate clarification, explanations, and use of equipment and materials
- To work with individuals or small groups under the supervision of the teacher
- Contribute to the preparation of teaching resources and materials
- Communicate effectively and sensitively with pupils to support their learning
- Provide feedback to pupils and the teacher
- Motivate pupils to engage in learning tasks and model problem-solving skills in attempting difficult tasks and overcoming barriers to learning
- Build and maintain successful relationships with pupils, treating them consistently, with respect and consideration and to be concerned for their development as learners
- Work collaboratively with teaching staff and other colleagues in managing behaviour and encouraging pupils to make the right choices within the framework of the Behaviour Policy
- Demonstrate and promote the same positive values, attitudes and behaviour that are expected from pupils
- To supervise pupils for limited and specified periods, including break-times
- Support teachers with supervising pupils off site on school trips and other external visits
- To provide welfare support for pupils
- To champion whole school strategies to support students with special educational needs
- To attend and participate in relevant meetings
- To undertake other reasonable duties which are consistent with both the needs of the school and commensurate with the role of the post holder
- To adhere to all safeguarding policies, practices and expectations including online safety.

### Safeguarding

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.