



Job description: Teaching Assistant

Location	Lincoln Carlton Academy
Contract term	Temporary in first instance
Full time/term time	Full Time - Term Time Only
Pay range	G3 Point 6-9
Reporting to	Headteacher

Job purpose

To work with individual children having special or particular needs, in accordance with the child's statement where appropriate and/or groups of children as directed by the teacher. To provide support to the Headteacher/Teacher across a range of child centred activities to promote child development and learning.

Main duties and responsibilities

School Related:

- Act in accordance with school policies and procedures and relevant legislation, particularly in relation to child protection and behaviour management.
- Assist with the planning and preparation of activities, and in the delivery of local and national initiatives e.g. literacy and numeracy strategy
- Participate in the preparation of the classroom
- Monitor children's needs and reporting these to a designated person.
- Keep records as required by the school
- Have familiarity with all relevant statements of special educational needs specific to the child.

Child Related:

- Promote development and learning (physical, emotional, educational and social). Foster growth, self-esteem and independence, observe and record development
- Support those with special needs
- Carry out reasonable daily personal care/hygiene duties and administer basic first aid x Assist with the movement of children in and around the school

We are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and will be subject to the relevant pre-employment checks which will, where applicable, include a health check, an enhanced DBS check, the Children's Barred List check and satisfactory references.

It is an offence for an individual who has been disqualified from working with children to knowingly apply for, offer to do, accept, or do any work in a 'regulated activity'. The position advertised is a 'regulated activity'.

Anthem will undertake a basic online check for all shortlisted candidates.