



Auckland College Independent School

Every Pupil Matters, Every Moment Counts

1:1 SEN Teaching Support Assistant (Senior School)

Job Description Pack

Auckland College

Auckland College was founded in 1999 in Aigburth by Anthony Akaraonye and Gillian Akaraonye, building on the success of Park View Tuition Centre established in 1991, which grew to support hundreds of children each week; the school was formally established and registered with Ofsted in 1996 before moving to its current site. Since its inception, Auckland College has been driven by a clear mission to provide a safe, happy, and high-achieving environment where every pupil can thrive, guided by its motto *Carpe Diem – Seize the Day* and a continued commitment to ensuring *every pupil matters and every moment counts*.

Why Choose Auckland?

Safe | We build an inclusive, supportive community where every child can flourish, and positive relationships help everyone thrive.

Happy | We nurture happy, confident pupils, celebrating achievements and providing enriching experiences that make every day exciting.

Achieving | We recognise that achievement looks different for every pupil. Our high-quality teaching ensures each learner gains the skills, confidence, and qualifications they need to move successfully to the next stage of their journey.

Family | We work in close partnership with families, creating a strong, caring network that supports every child's growth and success.

Overview

The Headteacher of Auckland College Independent School wishes to appoint a motivated, committed and highly effective **1:1 Teaching Assistant** to support the learning of a pupil with additional needs within our **Senior School**.

We are looking to appoint a 1:1 Teaching Assistant who has experience of working within a school setting and has a good understanding of the secondary curriculum. The successful candidate will demonstrate excellent communication skills and the ability to build positive relationships with pupils. Ideally, they will have experience of implementing interventions and supporting pupils in line with an EHCP.

The vacancy is for **30 hours per week**, following a working pattern of **Monday–Friday, 9:00am–3:00pm**.

We offer an inclusive school with happy pupils who want to learn; a great team of energetic staff who work extremely hard, with opportunities for continuing professional development.

Auckland College Independent School places the highest priority on the safeguarding of children and young people; all applicants will follow a stringent vetting and induction process. Any offer of employment will be subject to an **Enhanced DBS check**, satisfactory references and online searches.



You are very welcome to come and look around the school. Please email sendco@aucklandcollege.com or phone **0151 727 0083** to arrange a mutually convenient time.

Please forward your application form to the school at the above email address, along with a letter of application outlining your experience of supporting pupils and your suitability for the post.

Closing date for receipt of applications: Wednesday 2nd September 2026

Please note that interviews may be held prior to the closing date should suitable candidates be identified, and we reserve the right to close the vacancy early.

Job Description – 1:1 Teaching Assistant

Job Title: Senior School 1:1 Teaching Assistant

Reports to: SENDCo

Salary: £12.76 per hour

Hours: 30 hours per week

Contract: Fixed-term, linked to EHCP funding

Start Date: Immediate start

Role Purpose

To work under the direction of teaching and senior staff to provide dedicated 1:1 support to a pupil within the Senior School who has an Education, Health and Care Plan (EHCP).

The successful candidate will support the pupil's access to the secondary curriculum, promote independence and engagement, and deliver targeted support in line with the pupil's EHCP outcomes and individual needs. Support may take place within the classroom, during interventions or in alternative learning environments, and may occasionally involve supporting other pupils where appropriate.

The role is linked to the individual pupil's placement and ongoing needs and will be reviewed accordingly.

Roles and Responsibilities

1. Individual 1:1 Support



- Provide consistent 1:1 support in line with the pupil's EHCP outcomes and specified provision.
- Support the pupil to access and engage with the Senior School curriculum across a range of subjects.
- Implement tailored strategies to support learning, communication, sensory needs and emotional regulation.
- Encourage independence, confidence and resilience, avoiding unnecessary reliance on adult support.
- Adapt learning activities and resources under the guidance of teaching staff and the SENDCo.
- Assist with any specific medical, personal care or mobility needs outlined in the EHCP, where applicable and appropriately trained.

2. Classroom and Learning Support

- Facilitate the pupil's participation in whole-class, group and independent learning activities.
- Support the pupil to move between lessons and navigate the Senior School environment where required.
- Promote positive behaviour using school-approved strategies and consistent approaches.
- Prepare and adapt resources to support differentiation and accessibility.
- Support the pupil during break and lunchtime where required.

3. Progress Monitoring

- Observe, record and report on the pupil's progress towards EHCP outcomes and targets.
- Provide regular feedback to subject teachers, the SENDCo and relevant senior staff.
- Contribute to pupil reviews and the development of appropriate support strategies.
- Maintain accurate records of interventions and support provided where required.

4. Collaboration

- Work closely with subject teachers, the SENDCo, senior staff, external professionals and the pupil's parents/carers.
- Communicate effectively with teaching staff to ensure consistent approaches across different lessons and settings.



- Attend relevant meetings, training and professional development opportunities to develop knowledge of the pupil's needs and appropriate support strategies.

5. Safeguarding, Wellbeing and Inclusion

- Follow all safeguarding, health and safety and school policies and procedures.
- Promote the pupil's social and emotional development, confidence, resilience and independence.
- Foster positive relationships and promote inclusion within the classroom and wider Senior School community.
- Maintain professional boundaries and confidentiality at all times.
- Support the pupil's wellbeing and ensure any concerns are reported promptly through the appropriate school procedures.

Additional Information

This role requires a commitment to promoting the child's holistic development and ensuring their educational experience is positive, inclusive, and aligned with their individual needs. A willingness to learn and adapt is essential.

Safeguarding, Equality and Safer Recruitment

Auckland College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The successful applicant will be subject to enhanced DBS clearance, satisfactory references, online searches, and other pre-employment checks in line with Keeping Children Safe in Education (KCSIE).

We are committed to equality of opportunity and welcome applications from all suitably qualified candidates regardless of age, disability, gender, race, religion or belief, sex, or sexual orientation. Applicants must have the legal right to work in the UK.



Senior School 1:1 Teaching Assistant Person Specification

Assessment: A = Application Form | I = Interview

Area	Essential Criteria	A/I	Desirable Criteria	A/I
Qualifications	- Good literacy and numeracy skills - Level 3 Teaching Assistant qualification or equivalent experience	A	- First Aid qualification - Relevant SEND qualification/training	A
		A		A
Experience	Experience working with children or young people in an educational setting	A	Experience providing 1:1 support to a pupil with an EHCP	A/I
	Experience supporting pupils with SEND or additional needs	A/I	Experience delivering individual interventions	A/I
Knowledge	- Understanding of secondary-age pupils and the secondary curriculum - Understanding of SEND and inclusive practice - Knowledge of strategies to support learning and positive behaviour - Understanding of safeguarding and pupil wellbeing	I	- Understanding of sensory needs and emotional regulation - Experience working with external professionals and parents/carers	I
		I		A/I
		I		
		I		
Skills	- Ability to provide consistent 1:1 support in line with an EHCP - Ability to adapt learning and resources to meet individual needs - Ability to promote independence, confidence and engagement	I		
		I		
		A/I		



Area	Essential Criteria	A/I	Desirable Criteria	A/I
	• Strong communication and interpersonal skills • Ability to observe, record and communicate pupil progress • Ability to work effectively as part of a team • Ability to use ICT to support learning	I		
Professional Qualities	• Commitment to safeguarding, inclusion and pupil wellbeing • Patient, reliable, organised and professional • Able to maintain confidentiality and professional boundaries • Commitment to professional development	A/I		
		I		
		I		
		I		

