



Head of School: Mr N. Salter
Executive Headteacher: Mrs A. O'Gara
Chair of Governors: Mrs J Connor

The days that make us happy make us wise

Job Description & Person Specification – Level 2 Teaching Assistant

Main Purpose

To support teaching and learning, particularly for pupils with special educational needs, helping them to access learning and achieve their individual targets.

Main Duties

Supporting Pupils:

- Work with individuals and small groups, including pupils with SEN
- Support learning in literacy and numeracy
- Help pupils follow routines and manage behaviour
- Provide encouragement and feedback

Supporting Teaching:

- Assist in preparing and delivering activities
- Organise classroom resources
- Observe and report on pupil progress

Supporting the School:

- Promote a positive environment
- Work as part of a team
- Follow safeguarding procedures

Person Specification

Essential:

- Level 2 Teaching Assistant qualification (or experience)
- Experience working with children
- Understanding of SEN
- Good communication skills
- Commitment to safeguarding

Desirable:

- Experience supporting SEN plans
- Knowledge of behaviour strategies
- Understanding of literacy and numeracy support

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