



SUTTON BENDER CofE (VA) PRIMARY SCHOOL

Job Title :	Named pupil 1:1 Teaching Assistant	Grade E (£9.94/hr)
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Main Job Purpose :	<p>To provide designated quality care for a child with emotional and behavioural needs at school.</p> <p>To support the learning, access and well being of a named pupil under the direction of the teacher.</p> <p>To work as part of a class team under the direction of the teacher.</p>
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Main Duties	
1.	<p>Role facilitating pupil care and well being</p> <ul style="list-style-type: none"> • To undertake training as required, in manual handling, ensure the movement of pupils is carried out as safely as possible and positive handling and other aspects of health and safety as identified by the school in order to support the needs of pupils in the best possible ways. • Following training from appropriate professionals, be able to apply safe manual handling requirements, undertake physiotherapy exercises and the use of any specialist equipment. • To work effectively and conscientiously to support the child's needs in unsupervised settings. • To assess and record the child's condition and take appropriate action, as instructed in specific training. Instigate emergency procedures if required. • To develop an understanding of the specific child's needs and work to support them in partnership with the family and other professionals. • To liaise effectively and communicate clearly with all others involved in supporting the child. • To participate in team meetings and attend training and supervision as identified. • To adhere to infection control policies / school hygiene guidelines at all times. • To be aware of school policies and lone working protocols. • To work with other children, under the direction of the class teacher, when this is appropriate.

<p>2.</p>	<p>Role facilitating learning</p> <ul style="list-style-type: none"> • To develop an understanding of the specific learning needs of the child to be supported. • To aid the child to learn as effectively as possible both in group situations and on his/her own, for example: <ul style="list-style-type: none"> • To establish a supportive relationship with the child concerned. • To advocate for the child in all contexts as needed. • To encourage an acceptance and inclusion of the child with special needs in every context. • To develop methods of promoting/reinforcing the child's self esteem. • To accompany children on outings. • To encourage the social and emotional development of pupils by intervening situations which call for adult supervision.
<p>3.</p>	<p>Supporting the teachers</p> <ul style="list-style-type: none"> • To assist, with class teacher, parents and other professionals, in the development of a suitable programme for the child, including contributing to the development and implementation of IEP's. • To contribute to the maintenance of the child's progress records. • To participate in the evaluation of the child's learning programmes. • To provide regular feedback about child/ren to the teacher. • To encourage the development of play and leisure skills by giving the appropriate support.
<p>4.</p>	<p>Supporting the school</p> <ul style="list-style-type: none"> • Supporting the school aims and ethos. • Support the Head Teacher and Leadership Team in developing the school and the service it provides for pupils. • To foster positive partnerships between home and school. • To liaise, advise and consult with other members of the team supporting the child when asked to do so. • To contribute to reviews of children's progress, as appropriate. • To attend in-service training. • To be aware of school procedures and policies. • To be aware of confidential issues linked to home/school/teacher/school work and to keep confidences appropriately. • To assist with setting up, storage and retrieval and general maintenance of classroom equipment and teaching aides. • Administer minor first aid under the guidance of a qualified person.

Safeguarding

The post holder has a responsibility for promoting and safeguarding the welfare of children and young people s/he has responsibility for and/or comes in to contact with. The post holder is responsible for reporting any concerns relating to the safeguarding of children and young people in accordance with agreed procedures.

Disclosure and Barring Service (DBS)

The nature of the work required that the post holder has undergone checks by the Disclosure and Barring Service and enhanced level of Disclosure.

Health and Safety

The post holder is required to follow the school's Health, Safety and Welfare Policy as well as follow the training received when using any work items provided. They must take reasonable care of their own and other people's health and safety and ensure work is conducted within the framework of all local guidelines and policy.