# F:\Media\School Logo.bmpTeaching assistant and Midday supervisor JOB DESCRIPTIOn

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| Purpose of the Role |
| All support staff are part of a whole school team. They are required to support the values and ethos of the school and school priorities. This will mean focussing on the needs of children, colleagues and parents/carers and being flexible in a busy pressurised environment.This role assists in promoting the best possible outcomes in terms of wellbeing, learning and personal development of all children under the direction and guidance of the Headteacher, SENDCo and classteachers.  |
| **Safeguarding**  |
| Safeguarding is everyone’s responsibility - this includes you. You must be aware of the school’s policy and procedures in relation to safeguarding and the importance of your duty to raise any concerns you may have with the Designated Lead (or Deputy Designated Lead) for Safeguarding. |
| **Please note** |
| This job description is designed to outline a range of main duties that may be encountered. It is not designed to be an exhaustive list of tasks and can be varied in consultation with the post holder in order to reflect changes in the job or school. |
| Primary Duties and Responsibilies |
| Establish effective relationships with designated students both 1:1 and in groups, utilising specialist and developed skills and techniques to ensure they make progress in line with their objectives and achieve their potential.Modify and adapt delivery of learning activity under the guidance of the class teacherResponsible for the promotion of the wellbeing and safeguarding of children, including provision of personal care, medical intervention and moving and handling children as requiredEstablish effective relationships with the child(ren), parents/carers and colleagues working successfully as part of the team around the childEngage with SENCO and colleagues to play an active role in monitoring, evaluating, assessing and reporting on the needs of specific students and their short- and long-term learning goals. Record and report on students’ achievements, progress and developmentMaintain awareness of and support or implement the teaching and learning, behaviour and safeguarding policiesSupport children in developing interaction, communication, independence and inclusion both in and out of the classroom.Support children both individually and in groups with the use of a wide range of learning resources to support the best learning outcomes.Escort and supervise children on educational visits and out of school activities, ensuring their learning, health, safety and well-being.Commitment to own personal development including attending training activities offered by the school to further knowledge* Carry out the above duties in accordance with all school policies maintaining confidentiality at all times
* Carry out playground/break and lunch time supervision and support as required – working 1:1 with a child or supervising larger groups
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I agree that the Job Description is a fair and accurate statement of the requirements of the job:

Job holder…………………………………………………………………… Date…………………………….

Headteacher…………………………………………………………………Date……………………………..