



St. John Fisher Catholic Voluntary Academy

Part of the Blessed Peter Snow Catholic Academy Trust

Job Description

Post title:	Educational Teaching Assistant
Salary:	Grade 6, Point 7
Hours:	Full Time, Permanent
Accountable to:	SENDCo

Job Title	Educational Teaching Assistant
Job Role	As an Educational Teaching Assistant, you'll collaborate closely with our dedicated SENDCo to implement tailored work programmes that meet the unique needs of individuals and groups both inside and outside the classroom. You'll assist in the planning cycle, manage resources, and even have opportunities to lead classes during short-term teacher absences.
Key Responsibilities: Support Students	<ul style="list-style-type: none"> • Foster respectful and trusting relationships with students, serving as a positive role model and setting high expectations. • Provide personalised support to students, including those with EHCPs, ensuring they can access learning activities effectively. • Promote safety, welfare, and personal care with empathy and dignity, including administering first aid when necessary. • To assist students with their dietary needs, adhering to feeding and swallowing techniques tailored to each individual's requirements and training. • Contribute to the development and implementation of Individual Education Plans, Behaviour Plans and activity-based risk assessments (including off site activities) in line with health & safety policy • Support students' integration, independence, and self-esteem, employing strategies to recognise and reward their achievements. • Provide specific feedback in discussion with students on their progress and achievement, in line with school policy. • Develop and deliver tailored interventions to meet the diverse needs of students, including those with Social, Emotional, and Mental Health requirements.
Teacher Support	<ul style="list-style-type: none"> • Establish effective communication with parents and carers, participating in feedback sessions and meetings directed by teachers. This may include home visits and involvement in multi-agency meetings as necessary. • Collaborate with teachers to design and implement lessons/activities, adapting plans to accommodate students' learning styles and individual needs while meeting learning objectives. • Assess students' responses to learning activities, providing objective feedback and reports on their progress and achievements, with thorough documentation as required. • Maintain accurate records and contribute to record reviews and systems as needed, including collating student reports in coordination with teachers.

	<ul style="list-style-type: none"> • Provide clerical support to teachers to support with an inclusive learning environment.
Key Benefits of Joining Our Team	<ul style="list-style-type: none"> • Make a meaningful impact: Witness first-hand the progress and growth of students as you support their educational journey. • Professional development: Engage in ongoing learning and development opportunities to enhance your skills and expertise. • Collaborative environment: Work alongside a dedicated team of educators who share your passion for supporting students' success.

Person specification

We're looking for candidates who:

- Possess an unwavering commitment to enabling students to achieve their best outcomes and promoting the ethos and values of the school
- Have an ability to work under pressure and prioritise effectively, including where there are competing deadlines
- Maintain confidentiality with unwavering commitment at all times.
- Uphold a strong dedication to safeguarding and equality, ensuring that personal beliefs do not influence actions in a manner that exploits the position.
- Possess strong communication and interpersonal skills, with the ability to build effective relationships with various stakeholders.
- Is committed to promoting inclusivity, equality, and diversity, while upholding the values of the school.
- Holds flexibility and willingness to go the extra mile to ensure positive outcomes for students.
- Has the capability to maintain accurate intervention records.

We encourage applications from individuals with the following desirable (though not essential) qualifications and experience:

- Relevant experience working with children, particularly those with additional needs.
- Possession of a GCSE or equivalent qualification in English and mathematics.
- Understanding of the school curriculum, as well as literacy and reading/writing recovery programmes.
- Proficiency in assessing progress and performance.
- Understanding and support for the significance of physical and emotional wellbeing.

Join us in creating an environment where every student can thrive and reach their full potential. Apply now to become a valued member of our team at St. John Fisher School.