

JOB DESCRIPTION – LEARNING SUPPORT TEACHING ASSISTANT

JOB PURPOSE:

To provide appropriate support to students with SEND enabling them to make academic and social progress within an inclusive mainstream comprehensive situation.
Liaise with all members of the Learning Support Team.

DUTIES AND RESPONSIBILITIES:

Support for Students:

This may take the form of individual small group or whole class support within a lesson taken by the subject teacher. It may also take the form of individual or small group tutorial work dependent on the requirements of the teacher and the needs of the student.

Factors influencing the type of support employed may relate to the physical, sensory, learning or behavioural needs of the student within the context of the lesson.

Support for the Teacher:

Teaching Assistants work with teaching staff in a mutually agreed capacity. This may involve working with one or more students in or out of the classroom on tasks usually set by the subject teacher.

Teaching Assistants offer advice to teaching staff on the differentiation of schemes of work to enable curriculum access to students with SEND.

With guidance from the subject teacher, Teaching Assistants will produce resources appropriate to student needs to use in the classroom.

Support for the School:

Teaching Assistants should be aware of and support all Larkmead Whole School Policies particularly those relating to SEND.

Support for the Curriculum:

Teaching Assistants are required to support in all areas of the curriculum, however to provide continuity a Teaching Assistant may tend to support more frequently in one particular curriculum area thus developing subject expertise and familiarity with the National Curriculum and schemes of work.

Arrangements for Appraisal of Performance:

Performance Management is in place for Teaching Assistants at Larkmead. This takes place annually and includes an evaluation of work over the previous 12 months, setting objectives and addressing training needs. The process is in line with the Whole School Policy on Performance Management and works to the Teaching Staff Cycle.

ACCOUNTABILITY:

The holder of this post is accountable to the Head of Learning Support.