**Job Description - Teaching Assistant Level 1**

**Main Purpose of the Job:**

To support children in the classroom as directed by the class teacher.

**DUTIES**

The jobholder should have the ability to fulfil all or most of the following:

To aid pupils to learn as effectively as possible both in group situations and on their own by, for example:

* Clarifying and explaining instructions
* Ensuring the pupils can use equipment and materials provided
* Motivating and encouraging the pupil(s) as required by providing levels of individual attention and reassurance and help with learning tasks as appropriate to pupils’ needs.
* Assisting and supporting all pupils at different times in all areas of learning as directed by the class teacher.
* Using praise, commentary and assistance to encourage pupils to concentrate and stay on task.
* Liaising with class teacher to discuss pupils’ learning.
* Providing additional support to individuals or groups when requested by the class teacher.
* Consistently and effectively implementing agreed behaviour management strategies.
* Helping to ensure appropriate resources are available to support learning.
* Supporting differentiation and feedback to class teacher.
* To establish supportive relationships with pupils.
* To promote the acceptance and inclusion of all pupils and encouraging pupils to interact with each other in an appropriate, acceptable and respectful manner.
* Monitor pupils’ response to learning and, where appropriate, modify or adapt activities as agreed with the teacher to achieve the intended learning outcomes.
* To give positive encouragement, feedback and praise to reinforce and sustain the pupils’ efforts and develop self-reliance and self-esteem.
* To support pupils in developing social skills both in and out of the classroom.
* To provide regular feedback on pupils’ learning and behaviour to the teacher.
* When working with a group of pupils, understand and use group dynamics to promote group effectiveness and support group and individual performance.
* To know and apply school policies on Child Protection, Safeguarding, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities.
* To be aware of confidential issues linked to home/pupil/teacher/school.
* To contribute towards reviews of the pupil’s progress.
* To comply with legal and organisational requirements to maintain the health, safety and security of yourself and others in the learning environment.
* To take part in training activities offered by the school to further the knowledge and skills of working with a pupil with specific learning difficulties.
* To support playground/break time supervision.
* To accompany the teacher and pupils on educational visits.