



## Assistant Teacher



	<b>Reports to: Assistant Headteacher SENDCO</b>
<b>Job title: Assistant Teacher</b>	<b>Grade/Salary Range: BP 1B</b>
<b>Working Pattern: 32.5 hours per week</b>	<b>Weeks per annum: 39</b>

<b>Designation of Post within School Structure</b>
<b>Headteacher</b>
<b>Deputy Headteacher</b>
<b>Assistant Headteacher SENDCO</b>
<b>Assistant SENDCO (General SEND Teacher)</b>
<b>Whole School Learning Support Administrator (Line Manager)</b>
<b>Assistant Teacher</b>

<b>Purpose of the Role</b>
<ul style="list-style-type: none"> <li>• To work under the guidance of the SENDCO and subject teacher's to support teaching and the learning of all children.</li> <li>• To support access to learning for children with specific needs by leading interventions outside of the classroom. With guidance, promote the inclusion of all students ensuring they have access to opportunities to learn and develop.</li> <li>• To have a specific focus on the needs of students with additional SEMH needs.</li> <li>• With guidance, promote the inclusion of all students ensuring they have access to opportunities to learn and develop.</li> <li>• To be responsible for promoting and safeguarding the welfare of children and young people within the school.</li> </ul>

### **Role and Responsibilities**

- To fulfil the role and responsibility of an Assistant Teacher (see Assistant Teacher Job Description) and also:
- Plan, develop and deliver resources, learning activities and interventions to students with additional needs including those students with specific SEMH needs.
- Identify and deliver structured programmes of intervention on a 1-1 basis or small group basis outside the classroom in particular for those students with additional SEMH needs. This may include interventions to address literacy, numeracy, social and communication skills, emotional regulation.
- Assist with the development and implementation of Individual Education or Behaviour plans as may be required especially for students with additional SEMH needs.
- Establish good relationships with students, acting as a role model and being aware of and responding appropriately to individual needs.
- Promote the inclusion and acceptance of students.
- To accurately monitor and record student responses to learning and to record their achievement and progress as required, reporting back to the subject teacher and SENDCo.
- Evaluating and measuring impact of structured programmes of intervention, reporting back to the SENDCo as required.
- Liaising with external agencies to develop interventions programmes
- To liaise with subject teachers, HOD's, and other the Assistant Teachers' to ensure there is a consistent approach to supporting students with additional needs.
- To provide information for annual reviews, attending where directed by SENDCo.
- To support students during break and lunchtimes or other activities as directed by the SENDCo or Headteacher

<b>Person Specification</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidence</b>
Experience working with children in a school/early years environment		X	Application Interview
Flexible and adaptable	X		Reference Interview
Hold a Degree		X	Application
Excellent English and Maths skills (GCSE English and Maths or equivalent)	X		Application
Excellent written and oral communication skills	X		Application Interview
A self-starter, capable of showing initiative	X		Reference Application Interview
Ability to prioritise their workload to ensure the timely completion of work.	X		Reference Interview
Calm, patient and professional when dealing with students and colleagues.	X		Reference Application Interview
Discretion. Able to treat sensitive information with a high degree of confidentiality.	X		Reference Application Interview
A team player	X		Reference Application Interview
A positive 'can do' attitude	X		Reference Application Interview
Knowledge of ICT to support learning, ability to input data accurately		X	Reference Application Interview
Good understanding of the general aspects of child development.		X	Application Interview
Committed to continual professional development around SEND	X		Application Interview