



The Abbey Primary School

Teaching Assistant Job Description

Job Title: Teaching Assistant
Responsible to: Headteacher – Year group Lead and Class teacher
Hours: 27.5 hours per week, 39 weeks per year

Job Purpose:

To work with and support members of the teaching staff in ensuring that pupils receive the highest possible standards of care and education, becoming safe, secure and successful by:

- raising and maintaining standards of education and social development
- enabling pupils to become more independent learners
- helping to raise standards of achievement for all pupils

Key Features:

- Lead interventions or learning for small groups of children in reading, writing or maths
- Work under instruction/guidance to support children in accessing learning including children with special educational needs in the classroom
- Use effective behaviour management strategies consistently in line with the school's policy and procedures supported by the class teacher
- Organise and manage teaching spaces and resources to help maintain a stimulating and safe learning environment
- Undertake any other relevant duties given by the class teacher
- Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher

We can offer:

- An inclusive and caring ethos promoting the 5Bs
- Exciting and creative learning opportunities
- A committed and dedicated staff team
- Enthusiastic and hard-working children
- A great location and facilities including a well-equipped library, music studio and IT resources

Acting Headteacher: Mrs Caroline Farmer



