



Tudor Grange Academies Trust

**Qualified Early Years Wraparound
Assistant – Level 3
Grade 4
Points 7-11**

Core Purpose

To provide support for the educational and personal needs of pupils, which ensures that they have equality of access to opportunities to learn and develop.

To act as an integral part of the Academy staff team and to support all colleagues in maintaining and developing the ethos, values and expectations of the academy and support agreed Academy policy in all areas.

Responsibilities and tasks

- Supervise the activities of individuals or groups of children to ensure their safety and facilitate their physical and emotional development.
- Undertake those activities necessary to meet the physical and emotional needs of individuals and groups of children, including pupils with educational, physical or emotional special needs.
- Actively engage in the pre-determined educational activities and work programmes level and to assist in personal and individual development of individuals or groups of pupils.
- To support children to be engaged in purposeful activities and play.
- To adhere to all safeguarding requirements as part of the provision of wraparound.
- To liaise positively with partners as part of daily handover of pupils.

Generic Responsibilities:

To undertake any reasonable duties as requested by the individual's line manager.

To work in accordance with the aims and policies of the Academy and to promote the ethos of the Trust.

Supervisory Responsibility

None

Line Manager:

Wraparound Manager/Deputy Head of School