

# *The Catholic School of Saint Gregory The Great*



## **JOB DESCRIPTION**

### **1. POST: TEACHING PARTNER**

### **2. PAY AND CONDITIONS:**

- 2.1 These will be in accordance with the provisions contained within the current Pay and Conditions Document.
- 2.2 These will be subject to the school's agreed Pay Policy.

### **3. RELATIONSHIPS:**

- 3.1 The postholder is responsible to the Headteacher in all matters.
- 3.2 The postholder works with colleagues to build an effective team to deliver the national curriculum.

### **4. PURPOSE OF THE JOB:**

- 4.1 To work with the Inclusion Manager and Class Teachers to support the pupils with due regard to their needs and range of abilities.
- 4.2 To maintain and develop the Catholic life and ethos of the school.

### **5. KEY TASKS:**

To support the Class Teachers and Inclusion Manager in seeking to raise children's attainment across the curriculum and in the pastoral care of the children through:

- 5.1 The delivery of work and activities for individuals and /or groups.
- 5.2 Guiding and assisting each child using knowledge of each child's different levels of development and ability.
- 5.3 Guiding and supporting each child's language development, giving special help to children with difficulties, especially those whose first language is not English.
- 5.4 Assisting in the identification of child abuse and neglect, and being constantly alert for any children at risk, or suffering the effects of deprivation, malnutrition or lack of adequate clothing.
- 5.5 Catering for the physical, emotional and psychological needs of the children.
- 5.6 Catering for children with chronic conditions, e.g. diabetes, epilepsy, asthma, etc., and caring for children with Special Needs.
- 5.7 Caring for the safety of children, including familiarisation of children with fire drill and evacuation procedures.
- 5.8 Informing and liaising with the Class Teachers and Inclusion Manager with regard to the children's progress and development.
- 5.9 Assisting with activities outside the classroom, including supervision around the school, cloakroom and on educational visits.
- 5.10 Liaising with other members of staff.
- 5.11 Taking part in and contributing to relevant staff meetings, curriculum development and School Improvement Planning.
- 5.12 Taking part in relevant Staff Development training.
- 5.13 Undertaking such other duties and assuming such responsibilities as may from time to time be reasonably assigned by the headteacher.

## **6. AN UNDERSTANDING OF TRAUMA INFORMED RELATIONAL PRACTICE:**

6.1 We are a Restorative School, which means that building and maintaining relationships is at the heart of everything that we do. We believe that reparation and repairing relationships that have been harmed is the key to building a safe and happy school.