



Henley Green Primary School

'It's our place to shine'

Job Purpose

To work as part of a team to:

- Promote high quality learning for all children.
- Provide care and supervision of children.
- Foster and support children to participate in the full life of the school.
- Help children to become independent learners.
- Raise attainment.

Professional Attributes

- Have high expectations of children with a commitment to helping them fulfil their potential.
- Establish fair, respectful, trusting, supportive and constructive relationships with children and young people.
- Demonstrate the positive values, attitudes and behaviour we expect from children.
- Communicate effectively and sensitively with children, colleagues, parents and carers.
- Recognise and respect the contribution that parents and carers can make to the development and wellbeing of children.
- Demonstrate a commitment to collaborative and cooperative working with colleagues.
- Improve your own knowledge and practice (e.g. responding to advice and feedback).

Professional Knowledge and Understanding

- Understand the key factors that affect children and young people's learning and progress.
- Know how to contribute to effective personalised provision by taking practical account of diversity.
- Have sufficient understanding of their area(s) of expertise to support the development, learning and progress of children.
- Understand the objectives, content and intended outcomes for the learning activities in which they are involved.
- Know how to support learners in accessing the curriculum in accordance with the special educational needs (SEN) code of practice and disabilities legislation.
- Know how other frameworks, that support the development and well-being of children and young people, impact upon their practice.

Planning and Expectations

- Use their area(s) of expertise to contribute to the planning and preparation of learning activities.
- Plan how they will support the inclusion of the children and young people in the learning activities.
- Contribute to the selection and preparation of resources suitable for children and young people's interests and abilities.

Teaching and Learning Activities

- Use effective strategies to promote positive behavior.
- Advance learning, when working with individuals and small groups.
- Organise and manage learning activities in ways which keep learners safe.

Monitoring and Assessment

- Monitor learners' responses to activities and modify approaches accordingly.
- Monitor learners' progress in order to provide focused support and feedback.
- Support the evaluation of learners' progress using a range of assessment techniques.
- Contribute to maintaining and analysing records of learners' progress.



Coventry City Council

Person Specification

Job Title:	Teaching Assistant	Job Number:	
Directorate:	Children, Learning and Young People	Post Number:	
Service:	Services for Schools	Grade:	Grade 3
Location:	Henley Green Primary School		

	Job Requirements
Knowledge:	<ul style="list-style-type: none">• Understanding of relevant codes of practice and legislation.• Experience and understanding of child development and learning.• Training in relevant learning strategies• (Desirable not essential) Knowledge of RWI
Skills and Abilities:	<ul style="list-style-type: none">• Able to effectively use IT and use of other equipment• Ability to relate well to children and adults.• Able to work constructively as part of a team.• Ability to self evaluate learning needs.
Experience:	Experience of working with children of relevant age or with specific special needs.
Educational:	<ul style="list-style-type: none">• Excellent literacy and numeracy skills
Special Requirements:	<ul style="list-style-type: none">• This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment.• This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.