

Teaching Assistant 1:1 – Grade 3

30 hrs - Mon-Fri 8.30am – 4.00pm 39 weeks, term time only

Fixed term until 31/08/25

Job Purpose

To work collaboratively in a 1:1 capacity with children across key stages that require additional support. Working with our senior staff including our SENDCo in collaboration with Class Teachers, you will assist with the development and delivery of individual education and support plans.

Job Role

- Support pupils with their social, emotional and mental health needs, escalating concerns where appropriate.
- Contribute to the planning of differentiated learning activities for individual children with special educational needs (SEND)
- Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning.
- Through observations, provide regular feedback to SENDCo/Teachers on pupil progress, attainment and barriers to learning.
- Monitor, record and report on progress and attainment.
- Where required, share knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision.
- Collaborate and work with colleagues and other relevant professionals as required.
- Work with external agencies such as speech and language to ensure the best provision possible.
- Develop effective professional relationships with colleagues based on our school values.
- Work in line with statutory safeguarding guidance (e.g., Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Promote the safeguarding of all pupils in the school.
- Support with intimate care and developing self-care skills and independence.
- You will have experience working with children with SEND.
- You will hold an NVQ 3 for Teaching Assistants
- Provide administrative support to the classroom teacher
- Prepare/clear classroom as directed before and after lessons, including the preparation of visual aids, and the display and presentation of pupil's work.
- Prepare and maintain equipment and teaching resources for lessons and activities including the control of stock within the classroom.
- To maintain a positive, clean, tidy and purposeful environment.

- Any other duties in line with the grade and expectation of the role.

Person Specification

Teaching Assistant 1:1 – Grade 3	
Knowledge	<ul style="list-style-type: none"> • Understanding of relevant codes of practice / legislation e.g. ‘Keeping Children Safe in Education’ • Working knowledge of National Curriculum and other relevant learning programmes • Familiarity with the National Curriculum, the SEND Code of practice and other relevant guidance for working with children with SEND • A basic understanding of the principles of child development and learning processes and in particular, barriers to learning • A variety of behaviour management strategies • Full understanding of the range of support services and providers • A basic understanding of a range of special needs e.g. SLCN, autism, dyslexia, ADHD, attachment disorder etc. • An understanding of the need for confidentiality and professional conduct
Skills and Abilities	<ul style="list-style-type: none"> • Ability to relate well to children and adults • Ability to work constructively and effectively as part of a team • Ability to utilise ICT effectively to support and evidence learning • • Ability to monitor, record and make basic assessments about individual progress and liaise with appropriate staff about this • Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these • Assist the children and work with the teacher in planning, evaluating and adjusting lessons/work plans as appropriate • Ability to self-evaluate learning needs of themselves and the children they work with • Effective organisational skills • Display work effectively, and make and maintain basic teaching resources • Commitment to equal opportunities and safeguarding and promoting the welfare of children and young people • Skills of empathy, listening, communication and responding with appropriate language to build rapport with children and parents/carers with a variety of ages, abilities and backgrounds • Demonstrate excellent interpersonal skills, including tolerance, patience and the ability to advocate • Commitment to working in partnership with parents, colleagues and professionals from Health, Education and Social Services • Ability to communicate in a clear and timely manner, contributing to record keeping and other paperwork • Flexibility, approachability and able to be a supportive team member
Experience	Experience of working with children of relevant age or with general / specific special needs
Educational	• Good Literacy and Numeracy skills equivalent to NVQ2

	<ul style="list-style-type: none">• NVQ3 for Teaching Assistants or equivalent qualification or experience• Evidence of ongoing training in relevant strategies e.g. in particular curriculum / learning area or pastoral support• Although not essential it is desirable that the candidate holds an up to date First Aid certificate• Additional relevant training for the post
<p>Ravensdale Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant's appointment will be subject to satisfactory Enhanced Disclosure from the Disclosure and Barring Service</p>	