



*Mayfield is committed to safeguarding and promoting the well-being of all children and expects all staff and volunteers to share in this commitment.*

### **JOB DESCRIPTION**

<b>Job Title:</b>	Teaching Assistant – Level 2 named child with Achondroplasia and associated Hearing loss. Temporary in the first instance.
<b>School:</b>	Mayfield Primary School
<b>Reports to:</b>	Inclusion team
<b>Grade:</b>	Level 2
<b>Hours:</b>	18.75 hours / 13.75 hours

#### **Job Purpose:**

Support the classroom teacher to facilitate the active participation of children in the academic and social activities of the school. Contribute to raising standards of achievement for all pupils.

#### **Principal Accountabilities:**

##### **I. Support for children**

- In conjunction with the classroom teacher, adapt lessons to meet the needs of individual children and small groups.
- Take responsibility for delivering learning activities with small groups who would benefit from a different learning approach as agreed.
- Establish and maintain supportive relationships with individual pupils, small groups and parents/carers to ensure they understand and can achieve the tasks.
- Provide learning support to children with significant care needs (eg intimate care plans, access to the school environment) or where English is not their first language.

- Support children with significant development needs, e.g. cognitive ability, EBD, learning skills, etc. as directed.
- Encourage and promote inclusion in the classroom, ensuring all pupils feel involved with tasks and activities.

## **2. Support for the curriculum**

- Support the school curriculum, including literacy and numeracy activities.
- Suggest areas where ICT might be used to enrich pupil learning
- Provide targeted support to enhance learning and improve attainment

## **3. Support for the teacher**

- Assist in maintaining class records and contribute to reports on pupil progress and development as directed.
- Monitor and track progress and provide feedback to assist in developing IEPs for children with special needs.
- Contribute to the planning and evaluation of work programmes for individual pupils and groups.
- Organise the learning environment and develop classroom resources as required.
- Undertake support activities for the teacher as required, e.g. photocopying, preparation of materials, mounting displays.
- Contribute to the management of pupil behaviour, including anticipating and taking action to prevent potential problems arising.

## **4. Support for the school**

- Develop and maintain effective working relationships with other staff and parents or carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings.
- Participate in and support the professional development of other teaching assistants as required.
- Assist in facilitating school events, e.g. school plays, events.