

<b>Job Description - SEN Teaching Assistant</b>	
<b>Purpose</b>	<ul style="list-style-type: none"> <li>• To assist in the educational and social development of pupils under the direction and guidance of the Headteacher, SENCO and Class Teachers.</li> <li>• To assist in the implementation of personal provision plans for students and help monitor their progress.</li> <li>• To provide support for individual students inside and outside the classroom to enable them to fully participate in activities.</li> <li>• To monitor and support the overall progress and development of students.</li> <li>• To contribute to raising standards of student attainment.</li> <li>• To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.</li> </ul>
<b>Reporting to:</b>	SENCO
<b>Liaising with:</b>	SLT, Teaching and Support Staff, External Agencies and Parents.
<b>Working Pattern:</b>	Permanent, 37.5 Hours, 44.5 weeks per year
<b>Grade</b>	Grade 4 Point 8
<b>Main Duties:</b>	<ul style="list-style-type: none"> <li>• To assist the SENCO and class teacher in the educational and social development of students.</li> <li>• To work under the supervision of the class teacher with small groups of students as directed by the teacher in charge.</li> <li>• To work under the supervision of the SENCO with identified children on the SEN Audit.</li> <li>• To assist with the preparation of lessons, including teaching materials.</li> <li>• To teach students according to their individual needs.</li> <li>• To deliver one to one interventions when necessary.</li> <li>• To use a variety of different delivery methods which stimulate learning.</li> <li>• To support students with emotional and behavioural problems.</li> <li>• To assist and support students with examinations as appropriate to their individual needs.</li> <li>• To assist the SENCO and Class Teachers, to ensure that each curriculum area provides support for students to enable them to fully partake in activities.</li> <li>• To maintain appropriate records and provide relevant and accurate information for plans and precision teaching.</li> <li>• To track students' progress.</li> <li>• To communicate effectively with parents of students as appropriate.</li> <li>• To apply the schools conduct policy.</li> </ul>