

## Vision: ****"Together, inspiring excellence"****

## Mission: ****"Nurturing lifelong learners with God’s guidance"****

## Values: ****"Love, Courage, Honesty, Faith and Forgiveness"****

Christ Church C of E Primary School

Montpelier Road

Purley

CR8 2QE

**TEACHING ASSISTANT**

**Person specification**

Personality

• Has a warm personality and is able to stay calm under pressure

• Demonstrates good interpersonal skills with children and adults

• Is able to build trusting relationships with children

Competencies

• Enjoys learning and has good communication skills

• Thinks creatively

• Is able to work independently and show initiative

Qualifications (Desirable)

* Level 2 qualification

**Job Description**

**Support for Pupils**

* Provide pastoral support to pupils
* Receive and supervise pupils excluded from, or otherwise not working to, a normal timetable
* Attend to pupils’ personal needs and provide advice to assist in their social, health & hygiene development
* Participate in comprehensive assessment of pupils to determine those in need of particular help
* Assist the teacher with the development and implementation of Individual Education/Behaviour/Support/Mentoring plans
* Support provision for pupils with special needs
* Establish productive working relationships with pupils, acting as a role model
* Develop 1:1 mentoring arrangements with pupils and provide support for distressed pupils
* Promote the speedy/effective transfer of pupils across phases
* Provide information and advice to enable pupils to make choices about their own learning/behaviour
* Challenge and motivate pupils, promote and reinforce self-esteem
* Provide feedback to pupils in relation to progress, achievement & behaviour etc.

**Support for Teachers**

* Liaise with feeder schools and other relevant bodies to gather pupil information
* Support pupils’ access to learning using appropriate strategies, resources etc.
* Work with other staff in planning, evaluating and adjusting learning activities as appropriate
* Monitor and evaluate pupils’ responses and progress against action plans through observation and planned recording
* Provide objective and accurate feedback and reports as required, to other staff on pupils achievement, progress and other matters, ensuring the availability of appropriate evidence
* Be responsible for keeping and updating records as agreed with other staff, contributing to reviews of systems/records as requested
* Assist in the development and implementation of appropriate behaviour management strategies
* Assist in the development, implementation and monitoring of systems relating to attendance and Integration

**Support for the Curriculum**

* Implement agreed learning activities/teaching programmes, adjusting activities according to pupil responses/needs
* Be aware of and appreciate a range of activities, courses, organisations and individuals to provide support for pupils to broaden and enrich their learning
* Determine the need for, prepare and use specialist equipment, plans and resources to support pupils

**Support for the School**

* Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
* Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
* Contribute to the overall ethos/work/aims of the school.
* Appreciate and support the role of other professionals.
* Attend and participate in relevant meetings as required.
* Participate in training and other learning activities and performance development as required.
* Assist with the supervision of pupils out of lesson times and at lunchtime.
* Accompany teaching staff and pupils on visits, trips and out of school activities as required and take responsibility for a group under the supervision of the teacher.