



Midsomer Norton
Schools Partnership



JOB DESCRIPTION

Teaching Assistant Special School	GRADE: 4
RESPONSIBLE TO: HEADTEACHER / DHT/Class Teacher	
DATE: January 2022	

1. PURPOSE OF JOB

- To support classes during teacher absence where work has been set by a qualified teacher and can be carried out independently by pupils.
- To support groups, one to one and whole class learning across all areas of the special school curriculum e.g. hydrotherapy, community based learning
- To supervise the class occasionally during the short term absence of teachers. The primary focus will be to maintain good order, to keep pupils on task, respond to questions and assist pupils to undertake set learning activities

2. PRINCIPAL DUTIES AND RESPONSIBILITIES

- To maintain a constructive multi sensory learning environment
- To supervise pupils, ensuring they work on task and learning meets their individual needs in line with their EHCPs.
- To support pupils, where appropriate, offering advice and guidance to pupils of all ages and abilities in order that their work is of a high standard
- To maintain behaviour and discipline of pupils in line with school policies
- To work with appropriate senior staff to ensure that school policies are adhered to
- To report back to teachers setting work or their line manager
- To support pupils with their personal and intimate care and in line with guidance from medical professionals
- To liaise with a range of professionals, embed care plans and cascade knowledge to colleagues
- To undertake other appropriate duties at the request of the School's Management Team, commensurate with the post.

3. QUALIFICATIONS & EXPERIENCE

- The ideal candidate will have a professional background and approach to life and expected to maintain high standards in all aspects of their work.
- Experience of working in a special school environment would be an advantage.
- The ability to work with a calm and supportive THRIVE approach is essential to this role.
- Ability to show an understanding of child development and a wide range of issues concerning their education and welfare

4. DIMENSIONS

- 4-19 years - learners with complex and severe needs including ASD, SEMH, Sp&L, MLD & PMLD

5. GENERAL

- This job description only contains the main accountabilities relating to this post and does not describe in detail all duties required to carry them out.
- Midsomer Norton Schools Partnership is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced Disclosure and Barring Check is required prior to appointment.

Additional Information

This job description sets out the duties and responsibilities of the post at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

Post Holder:

Line Manager:

Name:

Name:.....

Signature:

Signature:

Date.....

Date