



Watcombe Primary School

Headteacher - Mr Adam Morris

KS2 LEVEL 1 TEACHING ASSISTANT

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Watcombe Primary School

Headteacher - Mr Adam Morris

Dear Applicant,

We are looking to appoint a Level 1, Teaching Assistant in KS2 to support a Y5 SEND pupil. This role is fixed term as it will be linked to the pupil.

You will need to be enthusiastic, have a knowledge of how children learn and be committed to a whole school collaborate approach. You must demonstrate a commitment to continuous improvement and strive to ensure all children make good progress.

You would be joining a happy team that highly values the strengths and individuality of all of our children, their families and staff. We strive to ensure that everyone is able to achieve their highest potential in all areas of development through individualised learning. This is highly successful and results in the children making excellent progress in their learning and achievements.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

The roles and responsibilities for the post are drawn up on the enclosed Person Specifications and Job Descriptions. Please read these carefully as they vary for the different roles and consider how your skills and experience match requirements.

Please browse through the information on the school website. If you have any questions, please do not hesitate to contact the school.

The above post is subject to a satisfactory DBS Enhanced Disclosure Certificate with Barred List check (child) via the Disclosure and Barring Service.

We look forward to receiving your application form.

Level 1 Teaching Assistant

Salary Grade B spinal points 2 (pro rata £11,052)

26.25hrs a week

Closing date: 27 September 2021 @ 9am

Interview date: Wk bg. 04/10/21

Yours sincerely
Fiona Prior
Chair of Governors



'Working together to make things better'

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Website: www.watcombe-primary.torbay.sch.uk



JOB TITLE: TEACHING ASSISTANT

GRADE : LEVEL ONE

RESPONSIBLE TO: CLASSTEACHER, PHASE LEADER, DEPUTY HEAD, HEAD

MAIN PURPOSE OF JOB

To work under the direct instruction of teaching staff or SIT, usually in the classroom with the teacher, to support access to learning for pupils and provide general support to the teacher in the management of pupils and the classroom.

SUPPORT FOR PUPILS

Attend to the pupils' personal needs and implement related personal programmes, including social, health, physical, hygiene, first aid and welfare matters

Supervise and support pupils ensuring their safety and access to learning

Establish good relationships with pupils acting as a role model and being aware of and responding appropriately to individual needs

Promote the inclusion of all pupils

Encourage pupils to interact with others and engage in activities led by the teacher

Encourage pupils to act independently as appropriate

SUPPORT FOR THE TEACHER

Prepare classroom as directed for lessons and clear afterwards and assist with the display of pupils work

Be aware of pupil problems, progress and achievement and report to the teacher as agreed

Undertake pupil record keeping as requested

Support the teacher in managing pupil behaviour reporting difficulties as appropriate

Gather and report information from and to parents and carers as directed

Provide administrative support e.g. photocopying, typing, filing, collect money, mark coursework etc.

SUPPORT FOR THE CURRICULUM

Support pupils to understand instructions

Support pupils in respect of local and national learning strategies as directed by the teacher

Support pupils in using ICT as directed

Prepare and maintain equipment and resources as directed by the teacher and assist pupils in their use.

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 and aims of the school

Appreciate and support the role of other professionals.

Attend 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, including before and after school and at lunchtimes.

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.

**Person Specification
Level 1 Teaching Assistant**

| Areas of requirement | Essential | Desirable |
|--|---|---|
| PROFESSIONAL QUALIFICATIONS | <ul style="list-style-type: none"> • Numeracy / English GCSE | <ul style="list-style-type: none"> • NVQ for Teaching Assistants or equivalent qualifications. • Safeguarding training • Other relevant to the role. • Training in the appropriate strategies (eg literacy) • Appropriate first aid training. |
| EXPERIENCE | <ul style="list-style-type: none"> • Experience of working with children • Understanding of relevant curriculum • Safeguarding with children • Working with small groups for teaching and learning opportunities • Working within a team | <ul style="list-style-type: none"> • Working with other agencies • Experience of working with children of the SPECIFIC AGE relating to the post being applied for. • Understanding of relevant curriculum teaching and learning materials for age group |
| SKILLS, KNOWLEDGE & UNDERSTANDING | <ul style="list-style-type: none"> • Have high expectations of behaviour and achievement. • Positively support inclusion in the classroom and across the school. • General understanding of some of the fundamental principles that support learning (questioning / facilitation / motivation) • Ability to self-evaluate learning needs and actively seek learning opportunities • Basic understanding of child development. • Ability to use ICT to support learning • Understanding of relevant policies / codes of conduct | <ul style="list-style-type: none"> • Knowledge and understanding of THRIVE and have applied this in practice. • Be a reflective and evaluative practitioner • Knowledge of safeguarding • Have high expectations of behaviour and achievement and have strategies to promote this |
| DISPOSITIONS & ATTRIBUTES | <ul style="list-style-type: none"> • A good communicator • To evaluate effectively and demonstrate a commitment to improving practice. • To set high standards as a role model for pupils and staff. • Approachable, caring and relates well to others. • Committed team member, well organised able to motivate. • Pro- active and prepared to use initiative. • Organised with effective time management • Enthusiasm to develop and extend own subject knowledge | |
| PARENTS, GOVERNORS & COMMUNITY | <ul style="list-style-type: none"> • Able to communicate with parents when required. • Able to play an active role in the school community. | <ul style="list-style-type: none"> • Run an extra-curricular club |