



# BROADWAY FIRST SCHOOL

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For a detailed list of the duties and responsibilities of the Teaching Assistant please refer to the job description. A brief summary is listed below:

- 1) To be a professional, positive, dedicated and pro-active member of the school team, supporting the school ethos and working collaboratively to achieve the best for our children.
- 2) To work with the class teacher to ensure that the classroom is an outstanding learning environment by displaying work and ensuring resources are prepared/put away.
- 3) To work with the class teacher in the development and delivery of the curriculum.
- 4) To supervise the activities of individuals or groups of children to ensure their safety and facilitate their physical and emotional development.
- 5) To work closely with individuals or groups of children on targets agreed with the class teacher, to enable them to achieve their individual/group targets.
- 6) To promote positive values, attitudes and good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour.
- 7) To carry out some class activities under your own initiative.
- 8) To accompany and support individuals, small groups and whole classes on out of school projects (e.g. trips to the local museum).
- 9) To be proactive in your own development and learning, as well as embracing training and supporting new initiatives.
- 10) To comply with policies and procedures, paying particular attention to those relating to Child Protection, Health and Safety, Equal Opportunities, Confidentiality and Data Protection, reporting all concerns to an appropriate person.

Teaching Assistants are warmly encourage to bring their own area of interest to the role.

## Person Specification – Teaching Assistant

### Qualifications

#### Essential

- Good maths and English skills demonstrated by previous qualifications at a minimum of Level 2 (GCSE or approved equivalent)
- Level 2 or Level 3 Teaching Assistant qualification approved qualification as detailed in the Early Years Framework.  
(There may be an opportunity for an outstanding individual to obtain qualifications alongside the job as part of the Apprenticeship Scheme.)

#### Desirable

- Teaching Assistant qualification at a minimum of Level 3 with relevant experience.

### Experience

#### Essential

- Experience of working with children in a school setting
- Able to work as part of a team and able to work under their own initiative
- Be caring, patient and supportive with a positive attitude
- Have excellent communication skills with children and adults
- Be willing to carry out tasks relating to children's learning and their welfare
- Have experience of implementing interventions to individual children or groups of children, taking responsibility for pupil outcomes
- Have experience of working alongside class teachers to support learning in class
- Basic knowledge of childcare and child development which may have been gained through previous experiences or through gaining qualifications
- Be committed to the safeguarding of children and equal opportunities
- Be able to demonstrate professional conduct in and out of school

#### Desirable

- An understanding of special educational needs
- Experience in a variety of age ranges including Early Years
- Knowledge of experience in other areas such as phonic programmes, maths schemes or similar