



TA 2 Job Description for Wraparound Care

Post Title: TA 2 –Wraparound Care Assistant

Conditions of Service: NJC for Local Government Services

Point Range: 5-6

Reporting To: Wraparound care Lead, School Business Manager, Deputy Headteacher, Headteacher

All staff will promote the vision, ethos and policies of the school in order to achieve the very best outcomes for all our pupils.

JOB PURPOSE

To assist the Wraparound Care Lead in supervising children attending Afterschool Club, providing appropriate activities, encouraging co-operation, securing their safety, monitoring well being and ensuring good behaviour.

OUTLINE RESPONSIBILITIES AND TASKS

To continue to promote the positive, nurturing and caring environment for our young children to play and learn in

Assist the Wraparound Care Lead with planning for the Wraparound Care sessions

Assist in the day to day organisation of the Wraparound Care provision, providing high standards of care and play opportunities for children between the ages of 4 and 11 years old

Assist in providing a safe and stimulating environment, to include the provision and preparation of healthy food options.

To ensure all dietary, allergen and medical needs are facilitated

Supervise the activities of individuals or groups of children to ensure their safety and facilitate their physical and emotional development.

Where necessary, to work with pupils with special educational needs including those with statements. This will include being familiar with the IPM targets and ensuring that appropriate/additional support is provided.

Use specialist skills and to undertake those activities necessary to meet the physical and emotional needs of pupils including those with SEND needs.

Use specialist skills and undertake activities to foster the intellectual and social development of children including those with SEND Needs.

Undertake those activities necessary to meet the physical and emotional needs of individuals and groups of children, including pupils with educational, physical or emotional special needs.

Display a commitment to protection and safeguarding of children and young people at our school

To support the ethos of the school

The duties described in this job description must be carried out in a manner which promotes equality of opportunity, dignity and due respect for all employees and service users and is consistent with the school's Equal Opportunities policy.

QUALIFICATIONS REQUIRED (ESSENTIAL)

Qualified Status NVQ Level 2 or equivalent or above

SUPERVISORY RESPONSIBILITY

None

SUPERVISION RECEIVED

Wraparound Care Lead

PRINCIPAL CONTACTS

Pupils, parents, Wraparound Care Lead, other professional groups, other Teaching Assistants