



Post title	Teaching Assistants Level 1 and Level 2
Salary and grade:	Level 1 – Band C (£10.04 per hour) Level 2 – Band D (£10.24 - £10.44 per hour)
Hours	30 hours per week, term time only
Line manager/s:	Class Teacher, members of the Senior Leadership and the governing body.

Main purpose of the job:

To support the planning and delivery of high quality care and learning for children and young people with severe learning difficulties and complex needs.

Key duties and responsibilities

All levels

- 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 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, including before and after school 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.
- To undertake other duties and responsibilities as required from time to time commensurate with the grade of the post.
- All our staff members have a responsibility to promote the mental health of students and each other.

Support for pupils:

Level Two

- Attend to the pupils' personal needs and implement related personal programmes including social, health, physical, hygiene, first aid and welfare matters.
- Supervise and provide support for pupils, including those with special needs, ensuring their safety and access to learning.
- Assist with the development and implementation of Individual Education Plans and

behaviour plans.

- Establish constructive relationships with pupils and interact with them according to their individual needs.
- Promote the inclusion and acceptance of all pupils.
- Encourage pupils to interact with others and engage in activities led by the Class Teacher.
- Set challenging and demanding expectations and promote self-esteem and independence.
- Provide feedback to pupils in relation to progress and achievement under the guidance of the teacher.
- Willingness to undertake Key Working training and responsibilities associated with this role.

Level One:

- Supervise and support pupils, ensuring their safety and access to learning.
- Attend to the pupils' personal needs and implement related personal programmes including social, health, physical hygiene, first aid and welfare matters.
- Establish good relationships with pupils, acting as a role model and responding appropriately to individual needs.

Support for the Teacher:

Level Two:

- Create and maintain a purposeful, orderly and supportive environment, in accordance with lesson plans and assist with the display of pupils' work.
- Use strategies, in liaison with the teacher, to support pupils to achieve learning goals.
- Assist with the planning of learning activities.
- Monitor pupils' responses to learning activities and accurately record achievement and progress as directed.
- Provide regular and detailed feedback to teachers on pupils' achievement and progress.
- Promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy and encourage pupils to take responsibility for their own behaviour.
- Establish constructive relationships with parents and carers.
- Provide clerical and administration support e.g. photocopying, typing, filing, collecting money.

Level One:

- Assist in ensuring that the learning environment is safe and purposeful for the pupils at the beginning and end of the day.
- Ensure that all resources and equipment are clean, hygienic and ready for use.
- To support children and young people in all areas of learning under the direction of the Teacher or HLTA.
- Monitor pupils responses to learning activities and record achievement and progress as directed.
- To encourage positive behaviour for learning.

Support for the curriculum:

Level Two

- Undertake structured and agreed learning activities and teaching programmes, adjusting activities according to pupil responses.
- Undertake programmes linked to local and national learning strategies e.g. literacy, numeracy, KS3, Early Years, recording achievement and progress and feeding back to the teacher.
- Prepare, maintain and use equipment and resources required to meet the lesson plans and relevant learning activity and assist pupils in their use.

Level One

- Undertake structured and agreed learning activities and teaching programmes with individuals.
- Awareness of the current legislation regarding the curriculum, for example, National Curriculum, EYFS Curriculum and Accreditation.

Safeguarding

Nexus Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Information for Candidates

Visits are warmly welcomed, or alternatively you may like an informal and confidential conversation about the role.

Please contact school on 01709 512088 if you have any questions.

Nexus Multi Academy Trust is committed to safeguarding and protecting the welfare of children and expects all staff and volunteers to share this commitment.

Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed.

This post involves working with children and therefore if successful you will be required to apply for a disclosure of criminal records check at an enhanced level and a barred list check. Further information about the Disclosure and Barring Service and can be found at www.gov.uk/disclosure-barring-service-check.

We are an equal opportunities employer committed to recruiting and retaining a diverse workforce.

To apply please complete an application form which can be found on our vacancy page - [Kelford Vacancies](#)

Completed application forms are to be returned via email or post to Megan Theaker on kelford.vacancies@nexusmat.org or postal address: Oakdale Road, Kimberworth, Rotherham S61 2NU.

All candidates are advised to refer to the job description and person specification before making an application.

We reserve the right to close this vacancy early should we receive an overwhelming response.