

Job Description

Location	Bowness Primary School
Job Title	Teaching Assistant Level 2 - SEN Support (with One-to-One and Group Support Responsibilities)
Grade	Grade D
Primary Purpose of the Job	To assist the MAT, Headteacher, and staff in ensuring the school fulfils its primary purpose both effectively and efficiently, with a particular focus on supporting pupils with special educational needs (SEN), including those with high needs, on a one-to-one or small group basis as required.
Responsible to	MAT & Head Teacher
Principal Responsibilities	<ul style="list-style-type: none"> • Undertake work/care/support programmes to enable access to learning for pupils with high needs, either on an individual or small group basis. • Assist the teacher in the management of pupils and the classroom • Work under the instruction and guidance of senior/teaching staff to support the delivery of quality teaching and learning • Help raise standards of achievement for all pupils, with a strong focus on meeting the specific needs of the identified child.

Key Responsibilities

Support for Pupils	
1	Support the delivery of engaging and age-appropriate activities.
2	Provide one-on-one or small group support for pupils with high needs, implementing individual support strategies and responding to their specific educational and care requirements.
3	Foster a positive and inclusive learning environment tailored to the emotional, behavioural, and academic needs of the pupil.
4	Implement individual learning plans and care plans, monitoring progress and adapting approaches as necessary.
5	Support children on an individual or group basis, including those who may have special educational needs or high needs.
Support for Teachers	
1	Assist with the preparation of learning materials and resources tailored to the needs of identified pupils.
2	Provide feedback to the class teacher and SENCO on pupil progress, particularly for pupils with high needs

3	Supervise the pupil during classroom activities and transitions, ensuring safety, engagement, and well-being.
4	Help manage classroom behaviour with an emphasis on positive behaviour strategies for the pupil.
5	Provide one-to-one support during unstructured times, including break and lunchtime.
6	Assist with record-keeping, including updating the child's provision maps, EHCP-related documentation, and assessment records.

Support for the Curriculum

1	Deliver structured learning activities aligned with specific targets and the National Curriculum for pupils with SEN.
2	Support the delivery of personalised intervention programmes for individual pupils or small groups.
3	Encourage the use of ICT and other tools to aid the child's independence and learning.
4	Prepare and adapt resources and equipment to meet the learning and care needs of the pupil.
5	Accompany and support the child on educational visits and during special events.
6	Provide feedback and contribute to planning meetings focused on the child's provision and support.

Support for the School

1	Contribute to the overall ethos and values of the school, ensuring inclusivity for pupils with high needs.
2	Support after-school activities where appropriate, taking into account pupils' individual support plans.
3	Improve one's own practice through training, self-evaluation, and performance management, with a focus on SEN expertise.
4	Participate in relevant training such as moving and handling, behaviour support, and communication strategies.
5	Uphold the school's safeguarding, health and safety, and SEN policies.
6	Maintain effective communication with parents/carers regarding the pupil's progress and well-being.


Valuing Diversity - Listen, support and monitor the diverse contributions made to service development without prejudice. Challenge behaviours and processes which do not positively advance the diversity agenda whilst being prepared to accept feedback about own behaviour. Recognise people's strengths, aspirations and abilities and help to develop their potential. Understand how Valuing Diversity can improve our ability to deliver better services and reduce disadvantage.

Developing Self and Others - Ability to critically analyse self and others in order to access relevant training and development that links to the post, to seek opportunities that add to skills and knowledge, to respond positively to opportunities that arise. To support others' learning and share learning with others.

Person Specification

Criteria	Qualities	E/D
Qualifications	Level 2 qualification in English and Maths or Grade 4/C and above	Essential
	A relevant Level 2 childcare qualification	Essential
Experience & Knowledge	Experience working as a Teaching Assistant Level 2 (or above) in an educational setting	Essential
	Experience of providing one-to-one or small group support to pupils with high needs	Desirable
	Experience of working with children with SEN	Desirable
	Experience in PMLD, moving/handling and intimate care needs of children with SEN	Essential
	Have an understanding of the importance of lesson planning, ISPs and learning objectives to contribute to learning	Desirable
	A commitment to work in line with the school's Health and Safety policy	Essential
	A commitment to work in line with the Trust's equal opportunities policy	Essential
Skills & Personal Attributes	Ability to work as part of a team	Essential
	Ability to communicate effectively with a range of people	Essential
	Excellent listening skills	Essential
	Well organised and practical	Essential
	Ability to diffuse conflict	Essential
	Adaptable and flexible	Essential
	Calm under pressure	Essential
	Ability to form and maintain appropriate professional relationships and boundaries with children and parents	Essential
	Ability to deliver classroom activities	Essential
	Ability to deal with sensitive information in a confidential manner	Essential

This Trust is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced disclosure from the Disclosure and Barring Services.



This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.