

JOB AND PERSON PROFILE FOR: TEACHING ASSISTANT

Job Reference:	
Grade:	
Directorate:	Children and Young People's Services
Location:	
Hours per Week:	
Status:	Fixed Term / permanent

Main Purpose of the Job:

To support a pupil with a physical disability in a mainstream school environment.

Key Relationships:

- Class Teacher
- Head teacher
- Other members of school staff
- Thomas Wolsey outreach team

Main Activities and Responsibilities:

- To support intimate care
- To move and handle the pupil in line with school policy and advice from external agencies
- To have knowledge of first aid
- To work with pupils on specific tasks in a small group, provided by the class teacher
- To report any changes in pupil behaviour to the teacher
- To keep accurate records
- To administer gastrostomy feeds, in line with county guidance (if required)
- To administer medication, e.g. Buccal Midazepan (if required)
- To programme communication aids and support the pupil in using it.

Level of Autonomy and Decision Making:

The post holder must be able to use their own initiative and be flexible.
The duties and responsibilities of this post may change from time to time. The post holder would be expected to carry out other work of a similar nature within the school, if the pupil is absent.

Current Objectives for the Job:

To ensure the pupil is fully included in a mainstream school.

PERSON PROFILE	Essential	Desirable
Education & Qualifications	<ul style="list-style-type: none"> • Experience in working with pupils within a school environment • Good level of literacy and numeracy 	<ul style="list-style-type: none"> • NVQ Level 2 or equivalent • Recent attendance at Level 1 safeguarding
Interpersonal & Communication Skills	<ul style="list-style-type: none"> • Flexibility • Problem solving • Effective communication skills • Team working • Independent working • Ability to maintain appropriate levels of confidentiality 	
Relevant Experience	<ul style="list-style-type: none"> • Experience in working with pupils within a school environment 	<ul style="list-style-type: none"> • Recent First aid training • Awareness of Makaton
Additional Requirements	<ul style="list-style-type: none"> • Willingness to attend training • Enhanced CRB check 	

If you have a disability or long term illness that otherwise prevents you from meeting any of the essential criteria, please contact us to discuss whether a reasonable adjustment can be made.

Telephone:

Email:

Mental Skills
Physical Demands
Mental Demands
Emotional Demands
Responsibility for People
Responsibility for Supervision/Direction/Co-ordination of Employees
Responsibility for Finance
Responsibility for Physical Resources
Working Conditions