



CHURCH COWLEY ST. JAMES C of E PRIMARY SCHOOL

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Head Teacher: Steve Dew

Job Description for:

Special Need Teaching Assistant – Medical & Care Grade 6

Aims: To support children's care and wellbeing by providing medical and welfare care.

To provide support to the class teacher in teaching and learning.

The successful candidate will be expected to:

- Provide the child with the necessary help and support required to:
 - access the curriculum
 - manage learning and behaviour
 - to participate in classroom and school activities;

- Provide pastoral, social and personal care for the child, including intimate care;
- Provide medical need assistance to pupils. Full training will be provided in the administration of any medical interventions.
- Provide supervision and care during break times, including lunch;
- Meet, plan and prepare activities for students with teachers and other agencies;
- Attend training to develop an understand of the needs of the child and your role in relation to these;
- Attend TA meetings
- To participate in professional development training/activities
- To be aware of and comply with Health & Safety legislation as well as our school policy in relation to this.
- Give feedback to colleagues as appropriate and provide written reports on the child's progress in consultation with others, and attend review meetings when required

- Show commitment to the school's equal opportunities policy and contribute towards an environment that celebrates diversity.
- To be aware of and display a commitment to safeguarding children in line with the Oxfordshire County Council Child Protection and Safeguarding Children policy and practice
- Adhere to the staff code of conduct at all times.

In addition:

- Assist classroom teachers as directed/necessary, including taking small groups of children out of class for help with their work, or helping children in the classroom alongside the teacher;
- Help the teacher with simple practical and administrative tasks
- Any other reasonable duty requested by the Head Teacher or SLT.

Person Specification:

Essential

- Experience of working with children.
- Desire and ability to work as part of a team.
- Ability to work under direction but also use your own initiative as the situation demands. Commitment to equal opportunities, able to contribute to an environment that celebrates diversity. To have fitness levels that ensure you can cope with the physical demands of the job, in particular manual handling procedures, being on the go throughout the school day, support children inside and outside.
- To have a flexible approach and be able to adapt in different circumstances
- To have a positive outlook and share an enthusiasm for the job.
- Able to act in a professional manner at all time

Desirable

- Experience of working with children with disabilities, in particular medical difficulties.
- Experience of supporting teacher in assessing pupil progress.
- GCSE Grade C or above or equivalent in English and Maths
- Ability to, or willingness to, become involved in school life.
- First Aid qualification or the willingness to undertake this.
- Safeguarding qualification or willingness to undertake this.
- Friendly and personable demeanor.