



Bramwell Avenue
Prenton
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TA job description

Employment details	
Job title	Teaching Assistant level 2
Reports to	Headteacher/Deputy Headteacher
Hours of work	32.5 term time
Salary	Band D Scp 6-7

General Duties

- Support the pupil on a 1:1 basis to access learning activities, adapting approaches to meet their individual needs and abilities.
- Assist with managing and responding to challenging behaviours in a calm, patient, and consistent manner, promoting positive behaviour and emotional regulation.
- Work closely with teaching staff to implement personalised learning plans and behaviour strategies tailored to the pupil's requirements.
- Encourage and facilitate the pupil's social interaction and engagement in class activities, helping them build confidence and independence.
- Monitor and record the pupil's progress, behaviour, and wellbeing, communicating regularly with the class teacher and SENDCO.
- Provide pastoral support to the pupil, helping them manage emotions and transitions throughout the school day.
- Support the pupil during break times and transitions to ensure their safety and positive engagement.
- Liaise with parents and carers, maintaining open and supportive communication about the pupil's progress and needs.
- Assist with any relevant administrative tasks related to the pupil's support, such as record keeping and preparing resources.
- Be a consistent and positive role model, demonstrating patience, empathy, and respect at all times.



Supporting the school

- Contribute to the ethos, value and aims of the school.
- Comply with all relevant legislation and school policies, including those relating to safeguarding, health and safety and data protection.
- Promote inclusion and acceptance of all pupils.
- Assist with the supervision of pupils out of lesson times, including before and after school and at lunchtimes.

Teaching and Learning

- Develop a deep and insightful understanding of the unique learning support needs of individual pupils to tailor your approach effectively.
- Proactively identify when pupils face challenges with specific topics or concepts, providing patient, clear, and targeted support to help them grasp information and successfully complete tasks.
- Facilitate the confident and independent use of ICT and digital tools within learning activities, enhancing pupils' engagement and digital literacy.
- Deliver focused, purposeful learning activities with individuals or small groups, reinforcing classroom teaching and addressing gaps in understanding.
- Collaborate closely with teaching staff to implement diverse and innovative teaching strategies that promote progress and help pupils meet their learning objectives.
- Work alongside teaching staff and the SENDCO to contribute to the development, review, and refinement of individual learning plans, ensuring they are personalised and effective.
- Provide consistent and responsive support through tailored interventions, helping pupils overcome barriers and achieve their full potential.

Communication and Coordination

- Work closely and proactively with teaching staff, other teaching assistants, and the SENDCO to tailor support that effectively narrows the attainment gap for the individual pupil you are supporting.
- Assist the SENDCO in organising intervention timetables that carefully balance 1:1 support with the pupil's access to core lessons, minimising missed learning opportunities.
- Provide detailed and insightful observations and reports for the pupil's annual reviews, sharing evidence of progress and the impact of personalised interventions.
- Support arrangements for additional time and access during external assessments or tests, ensuring the pupil's needs are fully met and adjustments are appropriately applied.
- Maintain regular, clear communication with all relevant staff and, where appropriate, parents or carers to ensure a consistent, coordinated approach to the pupil's learning and wellbeing.

Professional Development

- Engage proactively in specialised training and professional development opportunities focused on SEND, behaviour management, and personalised 1:1 support strategies to enhance your effectiveness.
- Reflect on your learning and practice, providing valuable feedback to the school to help shape future training and improve support for pupils with additional needs.
- Work closely with your assigned mentor to monitor your progress, identify strengths, and set clear, targeted goals that support your continued growth in delivering high-quality, individualised support.
- Stay informed of current best practices and developments in SEND education to ensure the pupil receives up-to-date and effective assistance.