

## Job Description: Teaching Assistant

### Purpose of Role:

To work as part of the EYFS team at Newton Primary School to ensure every child has the best start to their education whilst working within (but not limited to) the EYFS standards/framework and other statutory requirements and codes of practice.

### Duties and responsibilities

All employees employed within this job description must be willing to:

#### General:

- Promote the well-being, safety, and security of all children.
- Support the delivery of high-quality learning and care, including contributing to the planning and implementation of both child-initiated and staff-led tasks, under the guidance of the teachers.
- Assist in monitoring and recording children's development.
- Support the planning and implementation of the EYFS framework.
- Work as a fully integrated member of the Early Years team to ensure the smooth and efficient running of the setting. This may occasionally require flexibility around core working hours; any changes will be discussed in advance.
- Prepare the environment for the children's arrival and help provide a varied, stimulating play and learning environment, including displaying children's work.

#### Personal Care and Support:

- Assist with toileting and personal hygiene as required.
- Support feeding of children when necessary and ensure all children are safe when eating.
- Encourage independence while ensuring children's safety and well-being

#### Environment and Equipment:

- Support the care and maintenance of equipment and learning materials, ensuring they are clean, safe, and in good working order.
- Help maintain a tidy, organised, and stimulating early years environment.

#### Teamwork and Initiative:

- Work using your own initiative while following directions and guidance from the teacher or EYFS leader.
- Contribute to a positive, collaborative, and supportive team culture.