



Welton St. Mary's Church of England Primary Academy
'Together we care, learn and thrive'



Job Description: Teaching Assistant & Playworker – EYFS / KS1

Job details:

Teaching Assistant & Playworker – EYFS / KS1: 32.5 hours Monday to Friday termtime plus INSET days/twilight (39 weeks)

Grade range: G3 SCP 6-9 (£24,796 - £25,989) pro rata (actual salary £21,587 - £22,625)

Contract: 1-year fixed term contract until 31st August 2027. The post will initially be working primarily within Foundation Stage / Key Stage 1

Reporting to: Key Stage lead

Main purpose:

The teaching assistant will:

- Work with the class teacher to provide learning and care support for all children
- Work with the teacher to plan and deliver learning opportunities
- Work with the teacher to deliver the individual targets for the children with SEND
- Support children with routines, transitions and behaviour management

Duties and responsibilities:

Supporting pupils:

- Build positive relationships with pupils, promoting high self-esteem and independence
- Adapt communication style to respond to pupils according to their individual needs
- Support children with their social, emotional and mental health needs, escalating concerns where appropriate
- Promote high standards of behaviour, responding to incidents in line with school's behaviour policy and guidelines on physical intervention
- Assist with the development and delivery of individual education and support plans
- Foster personal growth, self-esteem and independence
- Carry out reasonable daily personal care / hygiene duties and administer first aid

Teaching and learning:

- Contribute to the planning of learning activities for individual or small groups of pupils including those with special educational needs (SEN) delivering activities inside and outside of the classroom
- Support the teaching of a broad and balanced curriculum aimed at pupils achieving their full potential in all areas of learning
- Through observations, provide regular feedback to teachers on pupil progress, attainment and barriers to learning
- Support teachers with the management of behaviour to ensure a good and safe learning environment



- Monitor, record and report on progress and attainment
- Supervise a class if the teacher is temporarily unavailable
- Actively contribute to the overall ethos, aims and work of the school and supporting in making our vision a reality
- Undertake and other relevant duties given by the Key stage lead, class teacher or SENDCO

Working with staff, parent/ carers and relevant professionals:

- Share knowledge and understanding of pupils to other school staff and education, health and social care professionals so that informed decision making can take place on intervention and provision
- Communicate effectively with parents and carers under the direction of teachers
- Contribute to meetings with parents and carers by providing feedback on pupil progress, attainment and barriers to learning, as directed by teachers
- Collaborate and work with colleagues and other professionals within and beyond the school
- Develop highly effective professional relationships with colleagues

Professional development:

- Keep their own knowledge and understanding relevant and up to date by reflecting on their own practice, liaising with school leaders and identifying relevant professional development to both improve their personal effectiveness and to effectively meet the needs of the children with whom they are working
- Take opportunities to build the appropriate skills, qualifications and/or experience needed for the role, with support from the school
- Take part in the school's appraisal procedures

Other areas of responsibility:

- To be responsible for supervising pupils and the school's premises during the midday break to ensure that the break runs effectively and that the safety and welfare of pupils is maintained.

Safeguarding:

- Work in line with statutory safeguarding guidance and our safeguarding policies
- Promote the safeguarding of all pupils in the school

Please note this is not a comprehensive list.