



This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Limpsfield Grange School is committed to developing an Autism friendly ethos and practice

Teaching Assistant – Surrey SP3

JOB PURPOSE

Supports the teacher with their responsibility for the development and education of students with special needs.

Uses routine supervision and care skills to support students, including those who have physical, emotional or educational needs.

KEY ACCOUNTABILITIES

Under the direction and supervision of the teacher:

- Assists in the delivery of individual work programmes for students with statements of special educational needs.
- Monitors progress and contributes to future planning.
- Works with small groups and 1:1 of students as required.
- Organises and maintains the learning environment.
- Works as part of a team to ensure that the well being, behaviour and personal development of the student(s) enhances learning opportunities and life skills
- Oversees a lunchtime activity for a small group of students.

Maintains confidentiality inside and outside the workplace, and understands and applies school policies.

GENERAL

To undertake any other duties within the school day as requested by the Headteacher, and in line with the requirements of the school.

COMPETENCIES

- Good level of written and spoken English.
- Numerate.
- Basic IT skills.
- Able to follow instructions.
- Able to plan and prioritise regular and irregular tasks.
- Able to clarify and explain instructions to student(s).
- Able to communicate effectively with students.
- Able to motivate students to learn.
- Able to assist with the organisation of the learning environment.
- Able to undertake routine tasks under the direction of the teacher or supervisor.
- Able to maintain records and student files.
- Able to work effectively with adult team members.
- Able to maintain confidentiality.
- Able to show own knowledge and skills.