

JOB TITLE – TEACHING ASSISTANT

<p>Main purpose of role</p>	<p>Working closely with the classroom teacher and line manager, you will provide support and assist teachers in the development and education of the children in our school. We see our teachings assistants as a key part of the team in the classrooms, who can have an enormous impact on teaching and learning. You will be a part of the planning as well as delivery of the lessons and will be expected to contribute to the ongoing assessment of pupil progress. Alongside these key tasks, you will also be required to undertake a range of teaching and non-teaching tasks related to classroom activities and provide basic supervision and care skills.</p> <p>You will be most likely working in Key Stage 1 but Teaching Assistants with an interest in Key Stage 2 are also welcome to apply.</p> <p>Crescent School is an excellent place to work, with welcoming staff and happy children. There is a friendly and inclusive atmosphere in the school, and we encourage applications from suitably experienced and qualified candidates from all backgrounds. Teaching Assistants are offered strong support and professional development to pursue their career aims in a calm and purposeful working environment.</p>
<p>Reporting to</p>	<p>Assistant Head</p>
<p>School Aims</p>	<p>Mission Statement</p> <p>The mission of Crescent School is to provide an outstanding all-round education for its pupils. To achieve this goal, we strive to create an environment that is caring, nurturing, and supportive of the needs and interests of every child and with an awareness of our place in the wider community. We are a school with Christian values and traditions and also welcome children of different faiths and those of no faith.</p> <p>School Ethos</p> <p>As a school community, Crescent School shares certain core values and beliefs. We seek to foster and develop the qualities of kindness, tolerance and mutual respect in a safe and caring environment, where staff and families work together to deliver an inspiring, challenging and varied curriculum.</p> <p>Our shared values are expressed in the Crescent School Promise:</p> <p>Good Friends We are kind to each other We forgive each other and work things out together We are gentle and caring We use good manners all the time</p> <p>Good Learners We work hard and try our best We never give up and always try again We are calm and sensible We listen and don't interrupt</p> <p>Good Citizens We try to keep safe and be responsible We respect everyone and we celebrate our differences We are honest and tell the truth We keep our school tidy and take pride in our clothes and our uniform</p> <p>These simple guidelines and convictions, shared by staff and pupils, are at the heart of everything that we do.</p>

<p>Key duties and responsibilities</p>	<ul style="list-style-type: none"> ● Support the school's aim of safeguarding and promoting the welfare of children. ● To work with and support teaching staff under the guidance of the Deputy Head. ● To be responsible for taking individuals or small groups of children and to carry out individual programmes prepared by the subject teacher. ● Hearing children read, working with small groups of children, providing learning interventions, according to the needs of the pupils as specified by the subject teacher. ● To report back to the subject teacher on progress of those children on these programmes. ● To know which pupils are on the SEN register and take their needs into account when planning and supporting lessons. ● Have thorough knowledge and understanding of the school's mission statement ethos, aims, policies, targets and action plans with particular regard to safeguarding matters. ● To assist teaching staff with the preparation of displays. ● To undertake supervisory duties at breaktimes as required. ● To attend staff meetings as required. ● To take part in training courses and Inset days as required. ● Commitment to work in an anti-discriminatory way to ensure equality of opportunity. ● To establish and maintain positive relationships with children and their families in a way that values parental involvement. ● To be supportive to all colleagues, new members of staff and work in a cooperative, diplomatic and flexible manner. ● Foster and maintain good working relationships, acting as a courteous, friendly and professional member of the school team. ● To be familiar with policies of Crescent School and the Princethorpe Foundation. ● To attend staff training, staff meetings and INSET days. ● To read and follow any daily communications, letters or newsletters and keep up to date with the school Calendar. ● To undertake such additional duties as might reasonably be requested by the Headteacher or other authorised person. <p>The Foundation supports continuing professional development through an appraisal system to track and document the skills, knowledge and experience that you gain both formally and informally at work, beyond any initial training. Promotions within the Foundation are encouraged, although it is preferred that employees complete their probationary period for their role before they apply for another advertised role within the Foundation.</p>
<p>Hours and place of work</p>	<p>This role is for term time only plus INSET (36 weeks per year), working 30 hours per week, Monday to Friday, from 8.45am to 3.45pm (including a one-hour unpaid break).</p>

Salary	<p>The starting salary for this role is between D5 to D12 of the Princethorpe Foundation support staff scale, currently £25,106.25 to £27,144.00 per annum full-time equivalent by negotiation, depending on qualifications and relevant experience. (Actual salary will be £15,926.79 to £17,219.49 per annum).</p>
Safeguarding Children	<p>The postholder's responsibility for promoting and safeguarding the welfare of children and young persons for whom they are responsible, or with whom they come into contact, will be to adhere to and ensure compliance with the school's child protection policy statement at all times.</p> <p>If in the course of carrying out the duties of the post the postholder becomes aware of any actual or potential risks to the safety or welfare of children in the school they must report any concerns to the Deputy Head (Pastoral) or the Headmaster.</p>
Mandatory training	<ul style="list-style-type: none">• Safeguarding training• Health & Safety induction

PERSON SPECIFICATION		Essential	Required	Desirable
Experience/ knowledge	Knowledge and experience of supporting learners in the classroom			Y
	A broad-based knowledge of a range of learning difficulties and additional needs			Y
	Experience of supporting students of all ages and abilities to make excellent progress and achieve alongside their peers	Y		
	ICT skills appropriate to the position – word processing and office applications	Y		
	To be creative and able to use initiative appropriately	Y		
	Willingness to learn new ICT skills and applications as needed for the role	Y		
Personal job- related skills	Drive, determination, enthusiasm and the ability to work hard	Y		
	The ability to work collaboratively as part of a team	Y		
	Being willing to learn new skills and take new initiatives.	Y		
	Excellent interpersonal skills, including the ability to work and relate well to people on all levels with tact and consideration	Y		
	Good organisational and administrative skills, with the ability to remain calm under pressure and work to deadlines	Y		
	Strong interpersonal written and oral communication skills	Y		
	Strong organisational and time-management skills	Y		
	Be able to empathise with children and their parents	Y		
	The ability to take personal responsibility, a readiness to reflect and self-evaluate and the ability to change, improve and develop	Y		
	Confidence, resilience, flexibility and self-motivation	Y		
	High levels of honesty and integrity	Y		
Qualifications	NVQ level 3 in Early Years Childcare or an equivalent qualification			Y
	GCSE English and Maths or equivalent	Y		
	At least a good secondary level education	Y		
Other requirements	Warm, friendly and cheerful disposition	Y		
	A commitment to the safeguarding and welfare of all pupils.	Y		
	A commitment to support and uphold the Foundation ethos	Y		

