



BEESTON HALL SCHOOL

Job Description: **Teaching Assistant For 1:1 Support (Pupil Specific)**

Post: Teaching Assistant For 1:1 Support (Pupil Specific)
Responsible to: Head of Pre-Prep School and Deputy Head
Job purpose: To provide support within classes

Duties:

This job description describes in general terms the normal duties which the post-holder will be expected to undertake. However, the job or duties described may vary or be amended from time to time without changing the level of responsibility associated with the post.

The principle duty of this postholder will be to provide support for an individual child, under the guidance of the class teacher.

Teaching and Learning

1. Assist in the educational and social development of pupil under the direction and guidance of the class teacher and other colleagues.
2. Provide support for the individual pupil inside and outside the classroom to assist them with their participation in all educational and social activities during the school day.

Administrative duties

1. Assist in the preparation and presentation of the pupil's work and/or profile.
2. Report back to class teacher on progress of child.
3. Undertake other duties from time to time as the Headmaster or class teacher requires.

Standards and Expectations

1. Support the aims and ethos of the school as detailed in the Staff Handbook.
2. Set a good example in terms of dress, punctuality and attendance.
3. Attend Teaching Assistant meetings and training, as appropriate.
4. Undertake professional duties that may be reasonably assigned by the Headmaster.
5. Be proactive in matters relating to health and safety and safeguarding.

Other duties and responsibilities

1. To undertake specific duties as required, such as break duties, extra-curricular, accompanying child on school trips.
2. To carry out any tasks which contribute to the smooth running of the class or school and facilitate the child's learning either directly or indirectly, as directed by the Headmaster.

Additions/deletions to this Job Description may occur with the agreement of the Headmaster.