

Job description

Job title	Teaching Assistant
Responsible To	Senior Leadership Team
Role Summary	To work under the guidance of Subject Leads to support the teaching and learning of students at LAMP.

Key tasks;

- To assist teaching staff with the delivery of all/any subjects lessons
- To establish positive and productive working relationships with students
- To work closely with the subject teams in the teaching and learning of students
- To contribute towards student tracking and reports
- To create a climate for learning
- To be familiar with student needs by reading relevant parts of EHCPs
- To keep up to date paperwork and attendance records
- To reinforce positive student behaviour
- To help create a supportive and friendly environment for students
- To commit to subject related CPD
- To clarify and explain instructions
- To motivate and encourage students through 1:1, reassurance and help with tasks as required
- To support with extracurricular activities such as; outings and social activities

Additional tasks included in role;

- To follow all safeguarding procedures
- To have read and understood all relevant policies
- To follow health & safety regulations
- To participate in staff CPD and inset days
- To attend meetings as required
- To follow data protection regulations
- To promote a working environment free from discrimination, harassment and bullying.
- To complete other duties required by managers