

Job Description

Job Title:	Level 3 Teacher Assistant/Early Years Educator
Grade:	Band 2 Step 1
Responsible to:	Headteacher

Purpose of Job

1. to provide high quality care and education for the children attending the school
2. to work as part of the school team in order to provide a broad, balanced, relevant and differentiated curriculum that meets the intellectual, social, moral, spiritual and physical needs of each child according to the school's ethos and agreed policies

Main Responsibilities

TASKS

SUPPORT FOR CHILDREN

1. to promote the learning and development of children by working as part of a team so that all-round development is fostered
2. to participate in curriculum planning and evaluation taking into account children's prior knowledge, experiences, needs and interests; the processes of learning
3. to assist in planning, organising, resourcing and evaluating the physical learning space, both inside and outside, to provide a learning environment that offers intellectual and creative stimuli, supports learning and play
4. to implement planned learning experiences and interventions with individual children or groups of children as appropriate, ensuring that each child has access to a broad, balanced and meaningful curriculum
5. to foster the children's language development through meaningful and relevant activities that engage them, using questions and talk to develop children's ability to think and express their ideas
6. in conjunction with the school's SENDCo, to plan and implement SEND targets for children with Educational Health Care Plans
7. to make continuous and focused observations of children involved across the whole provision

SUPPORT FOR THE SCHOOL / SETTING / CENTRE

8. to work as part of a team to create a caring, educational environment; promoting the ethos and values of the school
9. to share specialist knowledge with colleagues during informal daily interactions as well as staff meetings.
10. to work at all times within the framework of the school
11. to draw from the expertise and advice of more experienced colleagues

Undertake any other duties commensurate with the level of the post, as required to ensure the efficient and effective running of the school under the direction of the Headteacher

EQUAL OPPORTUNITIES

Ensure implementation and promotion in employment and service delivery of the school's equal opportunities policies and statutory responsibilities.
