

JOB DESCRIPTION

Post Title: Teaching Assistant Grade 1

Post Holder:

Reporting To: Head Teacher - Miss Julie Wilson

Hours:

Point Range: Scale 1

Effective Commencement Date:

Job Purpose:

- To support the class teacher with their responsibility for the development and education process providing care and supervision skills to children, including those who have special physical, emotional and educational needs, by utilising a good standard of practical knowledge and skills.

Outline Responsibilities and tasks:

Under the direction and control of the class teacher:

- Supervise the activities of individuals or groups of children to ensure their safety and facilitate their physical and emotional development
- Undertake those activities necessary to meet the physical and emotional needs of individuals and groups of children, including pupils with educational, physical or emotional special needs.
- To monitor individual pupil's problems, progress, achievements and condition and report these to the designated supervisor as appropriate.
- Actively engage in the pre-determined educational activities and work programmes at a basic level and to assist in personal and individual development of individuals or groups of pupils.

QUALIFICATIONS REQUIRED:

- No specific qualification required

SUPERVISORY RESPONSIBILITY:

- None

SUPERVISION RECEIVED:

- Classroom teacher/designated supervisor

PRINCIPAL CONTACTS:

- Pupils, classroom teacher/supervisor, other Teaching Assistants.

The job description may be reviewed if necessary. It may be amended at any time after consultation with you.

Signed (issued by):

Date:

Signed (received by):

Date: