

Role Profile: Early Years Teaching Assistant

Purpose

Under the direction of the Head of Nursery School, provide a safe and caring environment for all Nursery pupils and ensure smooth running of wraparound club within the Nursery school.

Key Accountabilities

Main Duties

To support individuals and groups to help them learn.

- To establish an effective and purposeful learning environment in partnership with the teachers and other colleagues
- To effectively support the delivery of the EYFS curriculum ensuring that the individual needs and interest of children in the setting are met
- To support teachers in assessing the needs of individual children.
- To observe, record and feedback information on pupil performance.

Other Key Aspects of the role

- To assist in creating materials for curriculum delivery and display boards
- To plan, lead and facilitate group activities
- To plan and lead one to one teaching and intervention
- To promote inclusion of all the pupils in the school, including those with physical, learning and behaviour difficulties
- To assist with behaviour management within and outside the classroom
- To work with the classroom teachers to implement Individual Education Plans and develop resources for pupils who have: English as a second language, speech or language impairments or behaviour that interferes with learning and relationships
- To assist pupils' social development, progress and achievement outside the classroom
- Administering first aid if required
- Undertaking other such specific duties that may from time to time be reasonably assigned by the Head of Nursery

Wider School Support

- To supervise pupils in the playground and dining hall when directed including serving breakfast and setting up eating area
- To maintain pupil and family confidentiality
- To attend regular meetings and training as required

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

Person Specification

	Essential	Desirable
Skills	Excellent interpersonal skills including the ability to develop effective relationship with children, staff and parents. To work flexibly and as part of a team	
Qualifications		First Aid Qualification
Experience	Previous experience of working with children in any setting.	Knowledge of Child protection issues and knowledge of health and safety and welfare issues within a childcare environment is essential
Other		

Key Stakeholders:

Internal – Senior Leadership Team, Teaching Staff, Non-Teaching Staff and Pupils

External – Parents, and other external agencies as required

Signed:

Name (print):

Date: