

JOB DESCRIPTION

Job Title:	Individual Needs Assistant
Reports to:	Special Needs Coordinator/Head Teacher
Department:	Children, Schools and Families
Section:	Schools

Purpose of the Job

To support the learning and well-being of children with learning and/or physical disabilities and/or behavioural difficulties ensuring their safety and the safety of those around them

Principal Accountabilities

To support effective learning through addressing key barriers to learning

To support the inclusion of the child in the learning opportunities and day to day life of the school

To support colleagues in their work

To follow the teacher's plans whilst being ready to adapt them appropriately in line with the child's level of understanding and engagement

To assess the progress of the child in line with the school's agreed policies

To work closely with the parent/carer and other agencies to ensure appropriate provision

To communicate effectively with all those who have a role in the child's learning and welfare

To attend review meetings

To support in the production of reports for outside agencies

To support on visits/trips

To undertake training and other learning activities and performance development as required.

To undertake other reasonable duties as may be required within the school.

Person Specification

Individual Needs Assistant

Preferred Experience

Work in a mainstream school at KS2 supporting a class teacher

Preferred knowledge

An understanding of cerebral palsy

An understanding of how to work with a child with communication difficulties.

The curriculum at KS2

Support for the learning of basic literacy and numeracy skills

An understanding of attachment/behaviour management

Preferred skills and attitudes

The ability to:

support inclusion and boost self-esteem

adapt tasks to meet the needs of the individual

show patience and understanding

work effectively alongside the classteacher

support planning and assessment

write succinct reports

show initiative.

use ICT effectively

work sensitively with parents and outside agencies