



**Ready Respectful Safe**



## **Park Junior School**

### **SEN Teaching Partner (Assistant)**

#### **Job Description**

##### **Job Purpose**

To work under the direction of, and in full consultation with the SENDCo and class teachers.

To provide effective support both academically and socially so that children may fully integrate with peers and be able to fully access all areas of the curriculum.

To work individually with a pupil with an EHCP.

##### **Main duties and responsibilities**

Under the direction of, and in full consultation with the class teacher;

- To plan, resource, deliver, monitor and review progress for named children with SEN on individual /group programmes within the classroom or as part of a 1:1 withdrawal strategy.
- Complete in-class observations and assessments
- Help to develop individual and group learning programmes to respond to current and future needs.
- Keep detailed notes on progress and concerns to be used as evidence for the review process and Statutory Assessment as appropriate
- To produce written reports, as directed, on individual children's progress to inform SENDCo /Head Teacher.
- Liaise with the SENDCo regarding the progress and future needs of the children as part of the "Provision Mapping" process.
- Create a positive working relationship and environment conducive to effective learning
- To adapt and modify curriculum material for pupils, as necessary.
- To be able to use specialist training to encourage children and where appropriate modify planned activities to meet the needs of the child/children
- Assist in creating and maintaining a learning environment conducive to learning for the individuals responsible for.

- Liaise with other professional agencies as required e.g. Advisory Teaching Service, Educational Psychologist, Speech therapist, health visitor, sensory impairment agency etc.
- Liaise with parents and/or carers, giving assistance and advice as appropriate.
- Develop purposeful homework activities as part of the overall package of support
- Attend meetings within school and at specialist units as required.
- Attend in-service courses relevant to the needs of the pupils and /or school.

### **Qualifications/Experience**

Maths and English GCSE or equivalent

Have experience of working with children with special educational needs