

## Job Description

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| <b>Job title</b>  | Learning Coach (known as Teaching Assistant at other Schools) |
| <b>Reports to</b> | Class Teacher   |
| <b>Grade</b>      | Level 2   |
| <b>Hours</b>      | Various   |

### Job Purpose

Our Learning Coach model centres around the needs of the children. Therefore all our Learning Coaches spend time between supporting targeted children with SEND needs and specific intervention groups. Learning Coaches are not class based.

### Principal Accountabilities

#### 1. Support for children

- In conjunction with the classroom teachers, adapt lessons to meet the needs of individual children and small groups.
- Take responsibility for delivering learning activities with small groups who would benefit from a different learning approach as agreed.
- Establish and maintain supportive relationships with individual pupils, small groups and parents/carers to ensure they understand and can achieve the tasks.
- Provide learning support to children with significant care needs, or where English is not their first language.
- Support children with significant development needs, e.g. cognitive ability, EBD, learning skills, etc. as directed.
- Encourage and promote inclusion in the classroom, ensuring all pupils feel involved with tasks and activities.
- Promotes an safe and nurturing environment where the safeguarding of children is a priority.

#### 2. Support for the curriculum

- Support the school curriculum, including literacy and numeracy activities.
- Suggest areas where ICT might be used to enrich pupil learning
- Provide targeted support to enhance learning and improve attainment

#### 3. Support for the teacher

- Monitor and track progress and provide feedback to assist in developing APDRs for children with SEND needs.
- Contribute to the planning and evaluation of work programmes for individual pupils and groups.
- Organise the learning environment and develop classroom resources as required.
- Undertake support activities for the teaching team as required, e.g. photocopying, preparation of materials, etc.
- Contribute to the management of pupil behaviour, by following the school's positive Behaviour Policy, including anticipating and taking action to prevent potential problems arising.

#### **4. Support for the school**

- Develop and maintain effective working relationships with other staff and parents or carers.
- Contribute to the maintenance of a safe and healthy environment.
- Attend and actively participate in staff meetings.
- Participate in and support the professional development of other teaching assistants as required.
- Assist in facilitating school events, e.g. school plays, events.

#### **5. Health and Safety Responsibilities**

All employees will ensure that they;

- Take care of their own safety and that of others.
- Ensure that products, plant, equipment, vehicles and buildings are not damaged.
- Comply with health and safety procedures and instructions.
- Will not neglect, misuse, damage anything provided in the interest of health and safety.
- Assist by reporting to their Line Manager any hazard, accident, damage or defect in order that remedial action may be undertaken.
- Undergo any training or instruction to enable them to work competently and safely.

#### **6. Other Duties**

To undertake additional duties as required, commensurate with the level of the job.