



THE ST NEOTS LEARNING PARTNERSHIP

Ernulf Academy

Post Title

Teaching Assistants (Communication)

Post Holder

Reporting to

Teacher in Charge of the Cabin and, on an everyday basis, Communication Support Assistant

Salary Scale

Level 1A – Points 8 - 10

Context

Teaching Assistants (Communication) at Level 1A support the classroom teacher and Communication Support Assistant to facilitate the active participation of children based in our Austistic Spectrum Unit (Cabin) in the academic and social activities of the school. They promote participation and engagement in mainstream lessons.

Responsibilities:

Support for Students

- under the direction of the teacher, carry out pre-determined tasks to support student learning;
- establish and maintain supportive relationships with individual students or small groups to ensure they understand and can achieve the tasks;
- take responsibility for and support as required an individual student on the autistic spectrum;
- provide learning support as required for children with special needs or where English is not their first language;
- help with the care and support for students, including attending to their emotional and/or physical care needs;
- support inclusion in the classroom, ensuring all students (and your key student) feel involved with tasks and activities;
- under the direction of the Communication Support Assistant, carry out pre-determined tasks to support your key student's attendance in mainstream lessons;
- provide support for break, lunch and after school activities in the Cabin.

Support for the Curriculum

- under the direction of the teacher, support the school curriculum, including literacy and numeracy activities;
- support the use of ICT in the curriculum;
- support the use of specialised programmes related to autism (eg PECS) in the classroom.

Support for the Teacher

- provide information to help the class teacher plan appropriate work programmes suitable for a student on the autistic spectrum;
- help to prepare the learning environment for use and advise the teacher on an appropriate environment for your key student;
- contribute to the management of student behaviour and take control of minor situations to allow the teacher to continue the lesson;

Support for the School

- develop and maintain effective working relationships with other staff;
- contribute to the maintenance of a safe and healthy environment;
- attend and actively participate in staff meetings;
- attend and actively participate in staff training related to autism;
- provide support for school events, eg school plays, events.

Updated: April 2016