



The Hampshire School  
C H E L S E A

<b>Role:</b>	<b>Teaching Assistant All-year Round Provision (full time)</b>
<b>Job Purpose</b>	To provide outstanding care and develop the education of children, using specialist knowledge and experience. This involves undertaking tasks related to classroom and extra-curricular activities, the delivery of the designated EYFS and an enriched curriculum, raising standards through continuous self-evaluation and providing high standards of supervision and pastoral care.
<b>Accountable to:</b>	<ol style="list-style-type: none"><li>1. Nursery Leader</li><li>2. Head of Pre-School</li><li>3. Head</li></ol>
<b>Accountabilities</b>	<p><b>Main Tasks</b></p> <p><b>Teaching and Learning</b></p> <ul style="list-style-type: none"><li>● To assist the Nursery Leader with providing an environment that adheres to the vision, mission and ethos of the School and to work closely with the Head of Pre-School to deliver an outstanding learning environment.</li><li>● To promote the work and image of the School by always maintaining high standards of personal appearances and adopting a friendly, professional approach to parents, members of the public and the wide School community.</li><li>● To have a solid understanding of the Early Years Foundation Stage (EYFS) curriculum and to take an active part in the planning, preparation and delivery of the curriculum and evaluate activities for the children;</li><li>● To oversee and facilitate the activities of the children in order to ensure their safety, facilitate their educational development and develop a supportive and caring relationship</li><li>● To provide care, attend to children's personal needs, including intimate care needs if necessary, and undertake activities necessary to meet the physical, emotional and educational requirements of individuals, groups or a class of children. This will require knowledge of a range of strategies and a high level of skills developed through experience;</li><li>● To promote high standards, progression, continuity and quality of learning;</li><li>● Encourage and support the learning of individual pupils or small groups by working alongside members of the team</li><li>● Prepare appropriate resources/ activities for learning</li><li>● Accompany and support children and staff on educational visits and engage in the learning process for the benefit of the pupils</li><li>● To contribute to records of pupils' progress and achievements, as agreed with the Class Teacher</li><li>● To organise resources ensuring that they are clean, correctly stored with labels and well maintained;</li><li>● To supervise pupil's during break times</li></ul>

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<b>Review and Amendment</b>	This job description should be seen as enabling rather than restrictive and will be subject to regular review.

