

## **Apprentice Teaching Assistant**

### **Overview of the role**

The role of the Teaching Assistant is to provide valuable, practical assistance to class teachers in both the classroom and in extracurricular activities.

General Teaching Assistant duties include:

- Preparation of teaching areas and resources for lessons
- Ensuring classrooms are kept in a safe condition for learning
- Maintaining and arranging the orderly and secure storage of resources
- Supporting teaching and learning activities under the direction of the class teacher, including 1:1 and in small groups
- Working under the guidance of the class teacher in planning and implementation of work programmes for pupils with additional needs
- Developing pupils' attainment
- Undertaking basic record keeping
- Supervision of pupils at break and lunch times
- Participating in After School and Holiday Club activities

The New Bridge Group is committed to recruiting candidates who can add real value to the organisation. We are looking for candidates who are serious about a career in education and have a real desire to improve learning in all aspects of children's school lives.

Candidates should be able to demonstrate empathy towards young people with special educational needs and disabilities and have the emotional and physical resilience required when working with pupils who may display challenging behaviour. In addition, candidates need to be:

- Professional
- Personable
- Punctual
- Hard-working
- Reliable
- Courteous
- A good team player
- Willing to support with pupils' personal care as necessary
- Willing to attend relevant meetings and training
- Willing and able to work at any site across the New Bridge Group

These posts will also involve manual work such as moving, carrying and maintaining resources and equipment.

No formal experience is necessary; however previous relevant experience would be advantageous.

No formal qualifications are required, however candidates must be able to demonstrate Literacy and Numeracy skills equivalent to Level 1 of the National Qualification & Credit Framework.

The New Bridge Group is working in partnership with Aspire Education Academy who will deliver the formal training as a legal requirement of the apprenticeship.

**ALL candidates will be subject to an advanced DBS check to confirm suitability to work with children in a school environment.**