Leger Way, Doncaster, South Yorkshire, DN2 6AY

Tel: 01302 386700

# DONCASTER SCHOOL FOR THE DEAF

**Job Description:** Teaching Assistant

**Main Job Objectives:**

1. Assisting with the operation of the School as a Teaching Assistant, under the direction of the Deputy Head of School or Head Teacher.
2. Maintaining excellent liaison and communication with other staff, parents and children.
3. Providing a safe, caring and stimulating environment in which children are nurtured and can learn.
4. Ensuring the curriculum’s implementation.
5. Assisting BSL communication in classrooms and around School.

**Brief Description of Responsibilities:**

1. To maintain and take guidance from appropriate policies, procedures and systems ensuring the educational, social, physical, emotional, health and welfare needs, and the safeguarding of the children are met at all times.
2. To ensure the curriculum is being delivered alongside appropriate assessment and recording systems.
3. Deliver tailored teaching activities to pupils on either a one-to-one basis or in small groups
4. To become involved in children’s activities so as to stimulate and extend their learning.
5. Support the social and emotional development of pupils, reporting any issues as necessary.
6. To demonstrate care and sensitivity toward children and families.
7. To provide an environment that is safe, stimulating and challenging.
8. Carry out administrative duties such as preparing classroom resources.
9. To be involved in mealtime management and supervising children at break times
10. Supporting of all age ranges and abilities as required (aged 4-19 years).
11. Assisting with visits out of School.
12. To perform medical and personal care for children as appropriate.
13. To escort and support pupils in placements at other Schools if required
14. To behave professionally and adhere to the rules of confidentiality at all times
15. To participate in training and staff meetings as directed by the Deputy Head Teacher.
16. To perform any other duties commensurate with the general nature of the position requested by the Deputy Head Teacher.

**General**

1. To strictly observe and follow staff code of conduct.
2. Be aware of the responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.
3. Support the school’s implementation of all current statutory requirements, e.g. Equalities Act, Equal Opportunities, Child Protection and Data Protection (GDPR).
4. To have responsibility for promoting and safeguarding the welfare of all pupils.
5. The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.
6. To work positively and inclusively with colleagues and stakeholders so that the Trust provides a workplace and delivers a service that does not discriminate against people on the ground of their age, sexuality, religion or belief, race, gender or disabilities.

**Line Manager:** Deputy Head of School.