



Heather Garth
Primary Academy
Stars Aiming High

Job Description

Post Title: SEND Teaching Assistant

Responsible To: Headteacher / SENDCo

Contract: Temporary Fixed-Term

Working Hours: 30hours, Term time only, including occasional 7:30am Breakfast Club support

Purpose of the Role

To support neurodiverse pupils in accessing learning and participating fully in school life through tailored academic, emotional and behavioural support, including the use of positive behaviour strategies and approved positive handling techniques where necessary.

Key Duties

Pupil Support

- Provide 1:1 and small-group support for pupils with SEND
- Support pupils with autism, ADHD, sensory processing needs and communication differences
- Implement EHCP targets, individual support plans and behaviour strategies
- Promote independence, confidence and self-regulation
- Use de-escalation techniques to support emotional regulation
- Apply **Positive Handling strategies** in accordance with school policy and training when required to maintain safety

Learning Support

- Adapt classroom activities and resources to meet individual needs
- Support early literacy, numeracy and communication development
- Use visual supports, structured routines and sensory strategies

Breakfast Club Support

- Supervise pupils attending Breakfast Club when required
- Provide a calm and supportive start to the school day
- Encourage positive social interaction

Safeguarding & Welfare

- Promote pupil wellbeing and safety at all times
- Follow safeguarding, behaviour and physical intervention policies
- Record and report incidents appropriately

Professional Responsibilities

- Work collaboratively with teachers, SENDCo and external professionals
- Attend training including Positive Handling refreshers
- Maintain confidentiality and professional standards

Person Specification

Essential Criteria
Qualifications
<ul style="list-style-type: none">• GCSE English and Maths (Grade C/4 or above) or equivalent• Teaching Assistant qualification or relevant experience
Experience
<ul style="list-style-type: none">• Experience supporting children in a school or childcare setting• Experience supporting pupils with SEND or neurodiverse needs
Knowledge & Skills
<ul style="list-style-type: none">• Understanding of neurodiversity and inclusive practice• Ability to support behaviour positively and safely• Knowledge of behaviour regulation strategies• Good communication and teamwork skills
Personal Qualities
<ul style="list-style-type: none">• Calm, patient and nurturing approach• Resilient and adaptable• Positive role model for pupils• Commitment to safeguarding and inclusion
Desirable
<ul style="list-style-type: none">• Positive Handling / Team Teach trained• Experience supporting pupils with autism or ADHD• Knowledge of sensory regulation strategies• Experience supporting Breakfast Club or extended provision