

**Wincham Community Primary School**  
**Employment Details**

Job Title:	Special Educational Needs (SEN) Teaching Assistant for Children with Autistic Spectrum Disorder (ASD) AAAD5028
Reports to (Job Title):	Class Teacher
Staff Responsibilities (Job Title):	Delivering support and advice to aid the teaching and learning of a pupil with ASD.
Hours of Work	Temporary - 25 hours per week over 5 days until 21 <sup>st</sup> July 2023 (term time only)
Level and Scale Point:	Grade 4 - £ 18,426 – £19,171 pro rata, per annum

**Main Duties/Responsibilities**

- To support the teaching staff and teaching assistants in the development and education of pupils in accordance with the aims and policies of the school.
- Play a key role in the continued development of ASD provision, working closely with the class teacher and the Special Educational Needs Coordinator (SENCO).
- Work with local schools, parents, key agencies and the child with ASD to ensure effective inclusion.
- Advise on learning styles and appropriate teaching approaches, behaviour management, classroom strategies, resources and whole school policies.
- Keep up-to-date with national strategies for supporting pupils with ASD.
- Initiate and model ASD specific teaching strategies

**Personal Specification**

	<b>Essential</b>	<b>Desirable</b>	<b>Evidence</b>
<b>Qualifications &amp; Training</b>	5 GCSEs A*-C including English and mathematics or equivalent. NVQ Level 3 Supporting Teaching and Learning in Schools	Additional SEN qualifications. Level 3 Diploma Health and Social Care – with units on ASD. Further training relevant to the education of pupils with ASD.	Certification.
<b>Experience</b>	Classroom experience of working with children, including those with SEN, in either a paid or voluntary capacity. Worked 1-1 with primary children Classroom experience of working with children with an Autistic Spectrum Disorder (ASD).	First Aid qualification Knowledge of Key Stage 2 curriculum	Application form/letter.

<p><b>Skills &amp; Knowledge</b></p>	<p>Knowledge of SEN and the support requirements.  Knowledge and understanding of a broad and balanced curriculum.  Ability to work to work as part of a team  Ability to liaise with parents and families of children with SEN/ASD  Commitment to providing high quality care  Ability to work using own initiative  Ability to work under direction of specialist teachers and other agencies  High expectations of pupils</p>	<p>Knowledge of difficulties experienced by children with ASD.  Ability to manage challenging behaviour.</p>	<p>Assessment at interview.</p>
<p><b>Personal Qualities</b></p>	<p>Strong organisational skills.  Excellent communication and interpersonal skills.  Excellent time management skills.  Calm in manner, approachable and flexible.  Commitment to equal opportunities and inclusion.  Willingness to learn and self-develop.  Patience and the ability to remain calm in challenging situations.  Empathetic.  Able to deal with sensitive information in a confidential manner.  Sense of humour</p>	<p>Flexibility – some out of hours/unsociable hours.</p>	

**Note:** This job description is not exhaustive and will be subject to periodic review. It may be amended to suit the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.