



Job Description

1:1 Teaching Assistant - Spanish

Post Details

Salary: £18065 FTE (£6,364 - 15 hrs per week TTO 0.34 of FTE Or £12,728 35 hrs per week TTO 0.69 of FTE)

Location: Culham, Oxfordshire

Contract type: Part-time, Term Time only

Reporting to: SENCO, Class Teacher, TA coordinator

Europa School UK

The Europa School specialises in Languages and Sciences and offers multilingual, multicultural education leading ultimately to the European Baccalaureate. The curriculum is mainly that of the European Schools, enhanced where necessary by elements made compulsory by UK legislation. It is an all-through free school of pupils aged 4 to 19.

Job Description

Overview

- Aid the pupil to learn as effectively as possible both in group situations and on his/her own
- Establish supportive relationships with the pupil concerned
- Promote the acceptance and inclusion of the pupil with SEN, encouraging pupils to interact with each other in an appropriate and acceptable manner
- Mark pupils' work under the direction of the class teacher
- Support the pupil in developing social skills both in and out of the classroom
- Be prepared to undertake online training
- To support children's learning and to share in the care and wellbeing of the children throughout the school.
- To support the emotional, behavioural and pastoral needs of all pupils.
- To carry out specific administrative/ procedural tasks to support the class teacher.
- To observe and monitor pupil's progress and adapt agreed approaches to their particular needs.
- Provide support and assistance for children's pastoral needs.
- To carry out regular supervision duties.



To undertake all of the following

- To promote the development of numeracy, language and speech, including providing additional support to children with special needs by working alongside the class teacher.
- Supervise playgrounds, the canteen, bus bay and other areas of the school as required.
- Accompany the children across the site at break times.
- Be aware of and support school policies and procedures.
- Report any concerns regarding children's welfare or education, to the class teacher.
- Assist with the reception and departure of children at the beginning and end of school sessions.
- Assist with maintaining good discipline throughout the school at all times, following school procedures.
- When directed escort and supervise pupils on planned visits/journeys.
- Assist with the preparation of resources e.g. photocopying, repairing books, filing of work and the creation and mounting of displays for children's work.
- Assist with and attend seasonal events e.g. parents evenings, concerts and festivals
- Attend appropriate staff meetings and training days/events as requested.
- Provide cover for classes where a teacher is absent, work will be provided.
- Recognise and respond effectively to issues as they arise, including by challenging stereotyped views, and by challenging bullying or harassment, following relevant policies and procedures.
- Organise and safely manage the learning activities, the physical teaching space and resources for which they are given responsibility.

Person Specification

Experience and Skills

- Fluent English speaker
- Experience of working with children/SEN preferable
- Good numeracy/literacy skills
- Ability to use equipment e.g. photocopier

Personal Attributes

- Flexibility
- Fluent Spanish Speaker



- Ability to relate well to children and adults and work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.
- Ability to comply with policies and procedures relating to child protection, health, safety and security, confidentiality, data protection and equal opportunities.

For more information

If you would like further information, please contact: Anna Cole-Morgan (HR Manager)

Email: applications@europaschool.uk

Europa School UK, Thame Lane, Abingdon, OX14 3DZ, UK

Tel: +44 (0)1235 524060

Closing Date: See Website

The important small print:

Due to this post having access to children and/or vulnerable adults, successful candidates will be required to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from taking up a post, as all cases are judged individually according to the nature of the role and information provided. The Europa School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

Applicants must be eligible to work in the UK.