

## **EYFS Teaching Assistant – Level 3**

### **Teaching Assistant - EYFS**

#### **Job Description**

##### **A Summary of the Main Purpose of the Job**

- To provide expert support for our youngest pupils in our EYFS (including those with SEND), the class teacher and the wider school community in order to raise standards of achievement for all pupils in our EYFS.
- To work as part of a successful team of early years practitioners, delivering the highest quality of care and education in line with the school's motto: 'Aiming High to Achieve Success!'
- To contribute to the design and maintenance of an innovative, stimulating, safe and inclusive learning environment and the delivery of a vibrant and exciting curriculum.
- To develop and maintain a professional rapport with parents/carers, colleagues and other agencies working with the school, the local community and the Local Authority.
- To contribute and plan for the preparation, delivery and evaluation of memorable learning experiences, that will enhance the children's physical, intellectual, emotional, social and moral development.
- Fulfil wider professional responsibilities, making a positive contribution to the wider life and ethos of the school - including leading extra-curricular, after-school activities.

##### **Main Duties and Responsibilities**

- To supervise and support individual children and groups, under the direction of the class teacher/EYFS Lead, introducing activities and using a range of strategies to support the children in their learning.
- To deliver high quality teaching in a 1:1/small group/intervention environment. For example, focussed activities, specific intervention programmes and/or phonics.
- To empower pupils to access the EYFS curriculum by promoting independence both inside and outside of the classroom.
- To observe and assess pupils' performance and engagement, using the established systems in place, in order to provide effective feedback on pupil progress and learning.
- To help to maintain individual and group records as a key worker for a defined group of children.
- To contribute to the planning, evaluation and assessment of learning activities for individuals and groups, ensuring that their developing needs are met so that they make the highest rates of progress.
- To work collaboratively with colleagues, parents./carers and other professionals to bring about successful outcomes for the children.
- To help prepare and maintain engaging, purposeful supportive learning resources.
- To ensure that the safety and welfare of our pupils is of the utmost importance, providing the highest standards of personal care.

##### **General/Other Responsibilities**

- Support a broad range of out of hours activities and events including our morning and after school childcare service.
- Supervise pupils in the playground and plan and organise play time activities.
- Any other reasonable duties necessary to ensure the smooth and effective running of our Early Years Foundation Stage.
- The post-holder may have some intimate care tasks, depending on the needs of the children.
- Undertake relevant and appropriate training during contracted hours.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post, as directed by the Head Teacher.

## Person Specification

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>		
Relevant EYFS qualification and recent EYFS experience.	<input checked="" type="checkbox"/>	
NVQ Level 2 in Childcare and Education/Early Years Care and Education/NNEB Certificate/NVQ Level 2 Teaching Assistant or Equivalent.	<input checked="" type="checkbox"/>	
Relevant SEND qualifications/experience.		<input checked="" type="checkbox"/>
Relevant behaviour management qualifications/experience (for example, Team Teach).		<input checked="" type="checkbox"/>
Other relevant qualifications/experience (for example, intervention programmes like RWI, Mastering Number etc		<input checked="" type="checkbox"/>

<b>Professional Development</b>	<b>Essential</b>	<b>Desirable</b>
Evidence of recent professional development relevant to the EYFS.	<input checked="" type="checkbox"/>	
Evidence of recent professional development in SEND.		<input checked="" type="checkbox"/>
Successful completion of relevant safeguarding training.	<input checked="" type="checkbox"/>	
Successful completion of relevant paediatric first aid training.		<input checked="" type="checkbox"/>

<b>Knowledge and Experience</b>	<b>Essential</b>	<b>Desirable</b>
Current experience as an EYFS practitioner.	<input checked="" type="checkbox"/>	
A thorough understanding of the Early Years Foundation Stage (EYFS) statutory framework	<input checked="" type="checkbox"/>	
A clear understanding of how young children learn and the ability to implement and contribute to high quality teaching and learning strategies in the EYFS.	<input checked="" type="checkbox"/>	
A clear understanding of the principles and practices of assessment and how observations can be used effectively to maximise pupil progress.	<input checked="" type="checkbox"/>	
The ability to manage behaviour effectively using a range of strategies.	<input checked="" type="checkbox"/>	
The ability to support pupils' speech, language and communication development.		<input checked="" type="checkbox"/>
A good understanding of SEND and strategies to support vulnerable pupils.		<input checked="" type="checkbox"/>
To be able to adapt approaches to meet the needs of all pupils.		<input checked="" type="checkbox"/>

<b>Professional Attributes</b>	<b>Essential</b>	<b>Desirable</b>
Demonstrate an awareness and empathy of the needs of the pupils at Abbott Community Primary School and how these needs could be met.	<input checked="" type="checkbox"/>	
To show a commitment to the school's values of ensuring all pupils reach their potential.	<input checked="" type="checkbox"/>	
Effective written and verbal communication skills.	<input checked="" type="checkbox"/>	
Show a strong commitment to good attendance.	<input checked="" type="checkbox"/>	

<b>Personal Qualities</b>	<b>Essential</b>	<b>Desirable</b>
Consistently promote Abbott Community Primary School's strong educational philosophy and values.	<input checked="" type="checkbox"/>	
Inspire, challenge and motivate pupils and colleagues.	<input checked="" type="checkbox"/>	
Build and maintain quality relationships through interpersonal skills and effective communication.	<input checked="" type="checkbox"/>	
Be aware of their own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate, feedback from others.	<input checked="" type="checkbox"/>	
Commitment to safeguarding and equality.	<input checked="" type="checkbox"/>	