



## **SPECIAL NEEDS TEACHING ASSISTANT FOR ASD PROVISION JOB DESCRIPTION**

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### **MAIN PURPOSE OF THE JOB**

1. To promote inclusion of children with ASD by providing support individually, in small group interventions or assisting whole class activities.
2. To be proactive with classroom organisation including preparing resources, developing effective visual supports, setting up and clearing resources for activities under the direction of the Class Teacher.
3. To help maintain an effective learning environment for pupils with SEND – safe, calm, structured. To maintain a calm manner when supporting pupils' behaviour and follow agreed procedures.
4. To encourage active engagement using a child-centred approach and appropriate communication. To create positive experiences and opportunities for individuals to develop.
5. To develop positive relationships with parents, family and other professionals involved in the pupils' care and promote team working and good working relationships with colleagues.
6. To commit to undertake training relevant to the post and maintain an overall awareness of current issues and developments in the field of SEND.
7. To understand that information obtained at the School is confidential.
8. To support and implement the school and LA's Equal Opportunities policy.
9. To implement the school's Mission Statement, aims and policies of the school.
10. To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.
11. To ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection.