

Job Description Classroom Assistant – Class 1



Tenure	This is a part time fixed term post to support children in Class. The hours for this job are 11 hrs per week, term time only for the academic year 2018/19 only. Support will be needed during Main Lesson (9.00am – 11am). An additional 1 hour each week (time to be determined) will be paid to allow discussion and planning with the Class Teacher.
Rate of pay	Salary point B for hourly paid staff - £7.83 ph
Holidays	28 days (inclusive of bank holidays) pro rata, to be taken during the school holidays
Education and qualifications	Essential qualifications: <ul style="list-style-type: none"> • A satisfactory enhanced DBS check • Legally entitled to work in the UK • English and mathematics to GCSE level (minimum) • An emergency first aid qualification or a willingness to train. • Knowledge of readiness for Class 1 and an ability to observe this in the children. (Desirable)
Personal qualities: attributes/skills required	The successful candidate will: <ul style="list-style-type: none"> • be committed to working with Anthroposophy particularly in relation to the developmental stages of the child • be imaginative and creative, • be able to work under the direction of the class teacher and under their own initiative when required. • be organised, responsible, self-motivated and flexible • have a positive attitude to work • be a good communicator: with children and colleagues and have an ability to form good relationships with the child / ren • display tact and sensitivity • Observant and responsive • be realistic in expectation of child's achievement/behaviour and knowing when to assist and when to step back
Main duties and responsibilities	The Learning Support assistant will be required to: <ul style="list-style-type: none"> • Help children with special educational needs to participate fully in and benefit from the work undertaken in class. • To adapt tasks as necessary to the needs and capabilities of the child/ren in accordance with the Class Teachers wishes. • Show a long term commitment to ensure stability of relationships with the children concerned. • Make observations of children to help build a picture of development, abilities & difficulties. • Assist in management of behaviour as necessary • Liaise with the Class Teacher and other assistants. • Other classroom tasks as required by the teacher
Management and supervision	The Class teacher will take responsibility for providing induction and appraisal for the Learning Support Assistant. The Class teacher is responsible to the Education Mandate and through them to the School Management Group and the Board of Trustees

York Steiner School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.