

St Joseph’s Catholic Primary School Reddish

Job Description

**Teaching Assistant Level A**

**The main purpose of the job:**

To provide support to teaching staff in the Early Years setting

## Main Duties and Responsibilities

1. To support, assist and supervise children under the direction of the teacher
2. to prepare materials and equipment for classroom activities
3. to undertake basic first aid duties and attend to sick children

### Key Areas

##### Assisting children in completing tasks and activities

* + - 1. Ensuring that classroom activities are prepared eg setting up activities and clearing away activities
      2. Assisting with supervision during playtime and educational visits.
      3. Attending to sick children including changing soiled clothing and maintaining hygiene standards