



Woodfield Primary School

Job Description - Lunchtime Teaching Assistant

Purpose

To work effectively within a team to care and support our learners during dinner time.

Support for Learners

- Attend to the pupils' personal needs including social, health, physical, hygiene, first aid and welfare matters
- Supervise and support pupils ensuring their safety
- Establish good relationships with pupils, acting as a role model and being aware of and responding appropriately to individual needs
- Promote the inclusion and acceptance of all pupils
- Encourage pupils to interact with others
- Encourage pupils to act independently as appropriate

Support for School

- Be aware of and comply with the policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop
- Contribute to overall ethos, work and aims of the school
- Appreciate and support the role of other professionals
- Participate in training, other learning activities and performance development as may be reasonably directed
- Supervise pupils out of lesson times at lunchtimes as directed

Experience

- Working with or caring for children of a relevant age

Knowledge Skills

- Basic knowledge of First Aid (or prepared to undertake relevant training).
- Ability to relate well to both children and adults
- Work constructively as part of a team, understanding classroom and wider school roles and responsibilities and your own position within these.