



## TEACHING ASSISTANT PERMANENT

**34 Hours per week (08.10-15.30 Monday- Friday, Term Time)  
39 Weeks per year, (includes 5 Inset Days)**

**Bucks Pay Range 2 (£20,258 - £22,766 FTE)  
Actual Salary £15,780 - £17,735  
REQUIRED ASAP**

The Buckingham School is seeking to appoint a dedicated and enthusiastic Teaching Assistant to join our friendly and supportive team. The successful candidate will be working to support students with special educational needs or disabilities in the classroom mostly, though not exclusively in English, Maths and Science. We are looking for colleagues who enjoy working with young people, have a flexible and positive approach and enjoys working as part of a team. We will also need you to support with First Aid as and when required.

We are a thriving school with over 1000 students on roll, ranging from students aged 11-18.

Whilst academic achievement lies at the heart of what we do, we never forget the importance of fostering mutual respect and decency amongst our pupils. We believe that all our children have something to offer, and we are driven by a desire to find areas where each of them can excel.

We strive for “**Success for All**”. We pride ourselves on our key objectives:

- A vibrant, exciting learning community
- Students develop knowledge, skills and qualities - and the qualifications – needed to thrive in life and work
- Innovation to enhance all learning opportunities
- Student ownership and responsibility
- A supportive and respectful environment
- An inclusive and proud school community
- Strong parent engagement and bond

**The successful candidate will:-**

### **Support the Student**

- To develop an understanding of the specific needs of pupils to be supported
- To develop a knowledge of a range of learning support needs relevant to the school and pupils
- To aid the pupil/s to learn as effectively as possible both in group situations and individually, inside and outside of the classroom.
- To establish a supportive relationship with the pupil/s concerned
- To establish acceptance and inclusion of the pupil/s in the classroom
- To manage pupil/s as advised by the SEND Manager and Class Teacher
- To use methods of promoting / reinforcing the pupils’ self esteem
- To ensure the safety of the pupil/s while in your care
- To carry out any specific duties as outlined in the pupil/s Individual Support Plan.

### **Support the SEND Manager and Class Teacher**

- To assist the SEND Manager and Class Teacher to develop a suitable programme of support and then carry out the programme, within the classroom or in a withdrawal situation.
- To maintain the SEN team's system of recording and monitoring of pupils' progress.
- To provide feedback about pupils' difficulties and/ or progress to the SEND Manager and Class Teacher.
- To write reports about the pupil/s' progress as requested by the SEND Manager.
- To participate in the evaluation of the support programme, with the SEND Manager and Class Teacher.
- To help adapt/ find differentiated materials to enable pupil/s to access the class curriculum.
- To report any problems about arrangements or any incidents to the SEND Manager, or if unavailable, to the Class Teacher.

### **Support the School**

- Where appropriate, to foster links between home and school
- To liaise, advise and consult with other members of the SEN Team
- To contribute to Annual Review meetings, as appropriate
- To participate in relevant professional development
- To be aware of / follow school policies and procedures
- To maintain confidentiality about home- school / pupil- teacher/ school work matters
- To complete any other task as directed by the Headteacher.

Please access the full job description, application form and self-declaration form from the school's website [www.buckinghamschool.org](http://www.buckinghamschool.org) . Completed applications, giving full contact details of two recent relevant professional referees (one of which is your current employer) to: Mr Andy McGinnes, Headteacher, The Buckingham School, London Road, Buckingham, MK18 1AT or email to [aallen@buckinghamschool.org](mailto:aallen@buckinghamschool.org)

**Closing Date for Applications: 9am, Wednesday 11<sup>th</sup> January 2023**

**Interview Date: Week Commencing 16<sup>th</sup> January 2023**

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#### **Please note that CVs will not be accepted for any posts based in the school**

The Buckingham School is committed to safeguarding and promoting the welfare of children.

Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, Disclosure & Barring Service and online screening in line with the 'Keeping Children Safe in Education' act.