

Level 3 Teaching Assistant

Job Purpose

Under the guidance of the teaching staff, the teaching assistant is responsible for providing classroom assistance in the class and day-to-day running of the After-school Care facility.

Principal Responsibilities

- To be responsible for providing high quality activities with appropriate stimulation and support to the children.
- To provide safe, creative, appropriate play opportunities, preparing and organising the activities programme.
- To provide full care for the children including collection of children from classes and the safe delivery to parents and/or named carers.

General Duties

- To carry out an appropriate share of supervisory duties, including assisting with After School Care.
- To attend staff meetings, in service training and major school occasions.
- To follow safe practice in all areas of school life.

Additional Responsibilities

To share with all staff the care and supervision of the pupils in the Prep School.

General Duties for all KC staff:

- To uphold the ethos, aims and objectives, reputation and good name of Kent College.
- To be in sympathy with the school's Christian foundation
- To attend Staff Meetings, In-service Training and major school occasions.
- To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
- To follow safe practice in all areas of school life.
- To carry out any other reasonable duties falling within your capabilities depending on the needs of the school.

This job description may be reviewed and amended at any time, consultation with you.

Teaching Assistant's Signature:	Head's Signature
Date:	Date: