

Teaching Partner

Job title: **Teaching Partner**

Salary: **Grade 5 Point 11 -14 (£27,269 – £28,624) per annum pro rata PAY AWARD PENDING**

Reporting to: **Phase Leader & Inclusion Lead**

Main purpose

The Teaching Partner will:

- Meet the health needs of the designated child.
- Recognise and respond to the designated child's health related risks throughout the school day, including maintaining risk assessments and sharing these with relevant people.
- Maintain relevant health related competencies.
- Ensure all aspects of safeguarding are fully undertaken in co-operation with all stakeholders.

Prioritised Key Tasks – Designated Child

- To assess and monitor the designated child's health needs at all times. These may include tracheostomy and gastrostomy needs.
- To carry out health related tasks specific to the health needs of the designated child, as per Respiratory Care Plan. These may include suctioning, skin care, emergency procedures (e.g. replacing a tracheostomy).
- To ensure documentation relating to the designated child's health needs are completed and shared with the relevant people in line with school policy.
- To maintain health related equipment, ensuring it is clean, safe and available at all times.
- To be involved in assessing risks to the designated child undertaking any school related task or activity.
- Undertake appropriate training from health professionals including competency and confidence sign off.
- Ensure training records are kept up to date and stored as per the school systems.
- Ensure highest standards of hand hygiene and infection control as stipulated in the school policy and in relevant training.
- Ensure training records are kept up to date and stored as per the school systems.

Working with colleagues and other relevant professionals:

- Communicate effectively with other staff members and pupils, and with parents and carers under the direction of the class teacher
- Communicate their knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
- With the class teacher, keep other professionals accurately informed of performance and progress or concerns they may have about the pupils they work with
- Understand their role in order to be able to work collaboratively with classroom teachers and other colleagues, including specialist advisory teachers and educational psychologists
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Whole-school organisation, strategy and development:

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school

Health and safety:

- Promote the safety and wellbeing of pupils, and help to safeguard pupils' well-being by following the requirements of Keeping Children Safe in Education and our school's child protection policy
- Look after children who are upset or have had accidents

Professional development:

- Help keep their own knowledge and understanding relevant and up-to-date by reflecting on their own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school
- Take part in the school's appraisal procedures

Personal and professional conduct:

- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality

- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community
- Respect individual differences and cultural diversity

The teaching partner will be required to safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teaching partner will carry out. The post holder may be required to do other duties appropriate to the level of the role, as directed by the Class Teacher, Line Manager or Headteacher.

Notes:

This job is linked to a designated child and the job description may be amended at any time in consultation with the post holder.

This appointment will be for a fixed term commencing on a date to be agreed and continuing whilst the designated child remains at the school and requires support, at which time it will automatically expire unless otherwise agreed in writing between the post holder and the governing board.

It is anticipated that this contract will last for approximately 6 years and 4 months although we cannot guarantee any minimum or maximum period of employment. In accepting this appointment, the post holder will agree that if the designated child no longer requires this support at Dunalley Primary School, OR choose to no longer to undertake this role the contract of employment will be terminated. As much advanced notification as possible will be provided (at least one week) of the date on which the contract will terminate.

From time to time the support needs of a child may be changed following the appropriate assessment of need. Where this results in a change in the number of hours support required, we, the employer reserve the right to vary the contractual hours of work following consultation with the post holder and issue of four weeks written confirmation of the variation. The pay will consequently be varied in accordance with the revised hours of work.