



THE BRITISH SCHOOL JOB DESCRIPTION

Job Title: Student Support Assistant	Department: Primary
Reports to: Head of Year	School Hours : 7:30am to 3:20pm
<p>Role:</p> <p>Student Support Assistants are additional supporting adults who work alongside Teachers and Assistant Teachers in the classroom and beyond, assisting teachers and assistant teachers in administrative and routine tasks as they work to raise students’ standard of achievement.</p>	
<p>Key Accountabilities</p> <p>Supporting the student</p> <ul style="list-style-type: none"> • supporting all students with whom they come into contact; • working with individual students to provide extra or further support; and • working with groups of students in their role as Student Support Assistant. • supporting and supervising students at break times and transitioning between classes <p>Supporting the Teacher & Assistant Teacher:</p> <ul style="list-style-type: none"> • supporting group work and whole-class work; • performing routine tasks, for example, preparing materials for students; • supporting individual students, groups or the class, while the teacher works with a group of students; • support in Information and Communications Technology (ICT); • supporting specialist teachers during their lessons. <p>Supporting the school</p> <p>As part of the school team, Student Support Assistant can make a significant impact on the general management of the school by helping with:</p> <ul style="list-style-type: none"> • first aid; • reprographics; • management of resources; • supervision of students out of class; • developing students’ social skills; inclusion; • supporting students with extra physical activity; • child care and protection; and • extra-curricular activities and visits 	



<p>Professional values and behavior</p> <ul style="list-style-type: none">• Appreciate the diversity of TBS cultures and be sensitive to the needs and perceptions of the international community• Grow and develop professionally with The British School context• Show professionalism at all times with all stakeholder groups• Put the needs of students first• Understand and work to implement the school’s mission and values• Maintain high ethical standards and display integrity at all times.• This Job Description does not define all duties and responsibilities of the position and the school may assign other tasks from time to time to help operationalise the role.• The school may review and modify or amend the Job Description as needed after discussion with the position holder.
<p>Experience</p> <ul style="list-style-type: none">• None required
<p>Qualification/skills</p> <ul style="list-style-type: none">• Graduate, B Ed. Or B El Ed. qualified teacher with ability to engage students across ability ranges
<p>Personal Attributes</p> <ul style="list-style-type: none">• Excellent written and spoken English.• Behaviour management skills.• Passion for teaching.• Ability to work in a team.• Willingness to take on added responsibilities.
<p>Competencies: Will follow teaching competencies</p>

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Safeguarding Information

The British School and all its personnel are committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo comprehensive child protection screening including but not limited to checks with past employers.

Job Holder's Signature:

Date: