



Job description for EAL Teaching Assistant

Line manager:

The postholder will be responsible to the EAL Co-ordinator

Core responsibilities and duties:

- To work with the EAL co-ordinator to induct and assess newly arrived pupils to determine level of EAL support after entry into school.
- To work with the EAL co-ordinator to identify and prioritise pupils requiring EAL support and develop short-term induction.
- To work with the EAL co-ordinator to ensure that challenging and detailed schemes of work are in place for EAL students.
- To work with the year team and subject leaders to identify students that require EAL support.
- To support teachers in ensuring that needs of EAL students are being met in mainstream classes.
- To cover lessons as required.
- To look for CPD and other professional development opportunities in order to develop own practice and that of the school.
- Tailor support to match the learner's needs, adapt and customise curriculum materials.
- To support students to become independent, co-operative and collaborative learners.
- Contribute to assessing students' progress and support them in reviewing their own learning.
- Identify and remove barriers to students' learning.
- Work in both small groups and 1-on-1 to provide differentiated support for students.
- Encourage learners to interact and work co-operatively with others and engage all learners in activities.

