

**Role:** Volunteer – Classroom Support

**School:** Clapgate Primary School

**Responsible to:** Headteacher

**Role:**

To work under the instruction/guidance of the class teacher to enable access to learning for pupils.

**Duties:**

1. Under the direction of the class teacher, supervise and provide support for pupils, ensuring their safety and access to learning activities.
2. To promote the inclusion and acceptance of all pupils
3. To encourage pupils to interact with others and engage in activities led by the teacher
4. To promote good pupil behaviour, dealing promptly with conflict and incidents in line with established policy
5. To undertake structured and agreed learning activities/teaching programmes.
6. To be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
7. To be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
8. To contribute to the overall ethos/work/aims of the school.
9. To appreciate and support the role of other professionals

**Person Specification**

Essential Criteria	How Identified
Good numeracy/literacy skills Ability to relate well to children and adults Work constructively as part of a team Willingness to comply with all school policies Maintain confidentiality on all school matters Commitment to safeguarding children and promoting their welfare	Application form and selection process