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# Sandringham School

## Job Description

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**Job Title:** Teaching Assistant – Visual Impairment Support  
**Accountable to:** Headteacher through Chris Bloomfield (SENCO)  
**Accountable for:** Supporting students  
**Hours:** Up to 30 hours per week to be worked between Monday-Friday, 8.30am-3.30pm (Term time only)  
**Salary:** H3/H4 depending on experience

### Background

The core work of the Teaching Assistant will be driven by Chris Bloomfield, SENCO and a member of the Curriculum Access Specialist (CAS) team

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### Core Accountabilities

1. To support pupils who are blind or partially sighted with direct support and differentiation of curriculum resources.
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### Key Tasks:

#### MAIN AREAS OF RESPONSIBILITY

- To provide direct support to VI pupils in lessons. Facilitating independent learning through support.
- To learn to produce National Curriculum resources in a format accessible to individual visually impaired pupils e.g. in Braille, large/modified print, audio, concrete materials/3 dimensional models
- To shadow CAS staff and receive training in modification of learning materials/experiences.
- To assist pupils in the use of specialist equipment
- To know or be committed to learn contracted Braille.
- To contribute to the monitoring and recording of pupil's progress
- To attend relevant specialist Vision impairment training

#### PERSON SPECIFICATION

- You will have good Microsoft ICT skills
- Experience of supporting the delivery of the national curriculum in an educational setting is desirable.
- You will have experience of supporting children in a learning situation and good interpersonal skills with both adults and children.
- You need to be able to problem solve and work within a team and keep accurate records.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.