

# Wellington School



## Job Description Teaching Assistant – Physical and Personal Care

### Responsible to – SENCO

#### **Purpose of the Job**

To provide dedicated 1:1 support for a female student in Year 7 with Cerebral Palsy and Cerebral Visual Impairment, ensuring full access to learning, mobility, communication, social opportunities and personal dignity throughout the school day.

The role requires continuous supervision and physical support to ensure the student's safety, wellbeing and inclusion across all areas of school life.

#### **Key Responsibilities**

##### **Personal Care and Medical Support**

- Provide intimate care support sensitively and respectfully a minimum of three times daily, following the student's care plan and school safeguarding procedures.
- Support with toileting, hygiene, changing and personal care needs whilst maintaining the student's dignity and privacy.
- Monitor comfort, positioning and wellbeing throughout the day.
- Liaise with parents, medical professionals and school staff regarding care routines where appropriate.

##### **Physical Support and Mobility**

- Support the student in moving safely around the school environment in their wheelchair.
- Carry out safe transfers between wheelchair, classroom seating, toilet facilities and other equipment in line with moving and handling training.
- Assist the student in accessing PE and physical activities, including supporting transfers into and out of a walker.
- Provide physical support during PE, outdoor learning, trips and transitions around school.
- Ensure the student's physical safety at all times.

##### **Learning and Classroom Support**

- Support the student to access the curriculum and participate fully and inclusively in all classroom activities.
- Adapt and prepare learning materials as necessary to enable the student to access information and experiences efficiently
- Support the use of assistive technology and communication devices to aid learning and independence.

- Be aware of potential hazards and alert the student accordingly e.g., tech and science lessons
- Promote the student's independence wherever possible while recognising the need for continuous adult support.
- Encourage social interaction, confidence and emotional wellbeing.
- To provide recommendation on any adjustments to support plans

### **Health and Safety**

- Follow all risk assessments, moving and handling procedures and medical protocols.
- Maintain accurate records relating to intimate care and support provided.
- Attend relevant training including manual handling, intimate care, epilepsy, medical needs and assistive technology training.
- Ensure equipment is used safely and appropriately.

### **Other**

- Work closely with the class teacher, SENCO, therapists and outside agencies.
- Attend review meetings and contribute to discussions regarding provision and progress.
- Support inclusion during lessons, breaktimes, lunchtimes, educational visits and enrichment activities.
- To liaise closely with parents/carers

### **General**

- Be aware and comply with policies and procedures relating to child protection, safeguarding, security, confidentiality and data protection, reporting all concerns to an appropriate person
- To adhere to the school Health and Safety Policy including risk assessment and safety systems
- To adhere to the School Policy on Equality and Diversity
- To contribute to the overall ethos and aims of the school
- To appreciate and support the roles of other professionals
- Participate in training opportunities and professional development as required
- Support school events as and when required
- Undertake similar duties commensurate with the level of the post as required by the Headteacher

### **NOTE**

This Job Description is designed to outline the main duties and responsibilities associated with the post but is not intended to be an exhaustive list of all duties performed.