



CLASSROOM GUIDE JOB DESCRIPTION

We are looking for a dedicated, calm and observant individual to support in our main classroom space at The Meadows Montessori School Tuddenham Road Campus. This is a full-time post working with young people between the ages of 11 and 16.

The main responsibilities of this role are:

- To help maintain a friendly environment conducive to learning in our main classroom
- To strike a balance between freedom and structure in the classroom
- To support students with their work
- To observe students' interactions and behaviours, time management, record those observations and report to head teachers on any concerns
- To develop positive working relationships with each of our students
- To communicate with parents regarding issues in the classroom
- To monitor students' records of their day
- To support students in planning and carrying out community projects and activities
- To supervise students during lunchtimes as part of a reasonable rota
- to understand our safeguarding policy and be vigilant in carrying out your responsibility to safeguard our students.

This is a new role and some of its specifics will be developed over time.

A suitable candidate for this post would:

- Enjoy working with young people and supporting them in their studies
- Be kind, caring and thoughtful
- Be flexible and open to being involved in a range of subjects and activities
- Be competent in literacy and numeracy
- Be enthusiastic about exploring different methods of education and developing a career in that area
- Ideally have experience of working with young people either in school or elsewhere

This school is committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. We will undertake all the required pre-employment checks including an enhanced Disclosure and Barring Service (DBS) check and a children's barred list check for all positions.