

# SELF-EVALUATION TOOL FOR CLASSROOM ASSISTANTS



ASSISTANT'S NAME .....

SPECIFIC ROLE .....

NAME OF PUPIL/S SUPPORTED .....

<p>Identify the <i>needs</i> of the pupils you are responsible for e.g. ASD, MLD, ADHD etc.</p>

Audit Score
5pts - Excellent
4pts - Very good
3pts - Good
2pts - Satisfactory
1pt - Needs urgent development

SUPPORTING PUPILS	1	2	3	4	5
I establish positive relationships with pupils					
I encourage independence in pupils					
I treat all pupils fairly and equally, and promote inclusion and acceptance in the classroom					
I provide pupils with feedback on their progress and achievement					
I contribute to planning and implementation of IEPs					

Total /25

SUPPORTING TEACHERS	1	2	3	4	5
I prepare resources and help to manage the learning environment					
I assess pupil progress and provide feedback for the teacher					
I can prepare and evaluate learning activities with guidance from the teacher					
I help maintain positive behaviour and good relationships in the classroom in line with the school policy					
I keep up-to-date records of pupil progress and achievement					

Total /25

# SELF-EVALUATION TOOL FOR CLASSROOM ASSISTANTS (CONT.)



<b>SUPPORTING THE CURRICULUM</b>	1	2	3	4	5
I can plan and deliver learning activities with guidance from the teacher					
I use ICT to support the pupils' learning					
I can simplify teachers' language and learning tasks					
I am aware of the targets set in the School Development Plan which are relevant to the pupils I am responsible for					
Following a planning meeting I will select and prepare resources for learning activities that take into account individual pupil interests, level of ability, and identified needs					

Total /25

<b>SUPPORTING THE SCHOOL</b>	1	2	3	4	5
I understand and follow the school's safe guarding procedures					
With guidance from the SENCO I liaise with outside agencies and other professionals					
I understand and comply with whole-school policies, for example, Health and Safety, Child protection, Anti-bullying etc.					
With guidance from the SENCO/class teacher I share my good practice and support others where possible					
I attend meetings when appropriate and if I am unable to attend I ask for feedback so that I am informed of any information which has been shared					

Total /25

# SELF-EVALUATION TOOL FOR CLASSROOM ASSISTANTS (CONT.)



<b>PERSONAL QUALITIES AND OTHER SKILLS</b>	1	2	3	4	5
I am well organised					
I stay calm in a crisis					
I can work co-operatively with other adults					
I enjoy working with children					

Total /25

In which areas did you receive the highest scores?

In which areas do you think you need to have further development?

## **MY ACTION PLAN (THIS SHOULD INCLUDE PLANS FOR CONTINUING PROFESSIONAL DEVELOPMENT)**

What could I improve?	How could I do this?	When will I do this by?