**Farzana Akhtar**

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**Professional Summary**

A dedicated and proactive educator with extensive experience as a Teaching Assistant and Higher-Level Teaching Assistant (HLTA). Skilled in delivering targeted interventions, including phonics, literacy, speech and language, and supporting students with special educational needs (SEN). With a strong foundation in classroom management and the national curriculum, I am committed to fostering an inclusive and engaging learning environment. I bring a blend of flexibility, creativity, and a passion for helping children reach their full potential. Now seeking to contribute my skills and experience to an international educational setting.

**Teaching Experience**

**Higher-Level Teaching Assistant (HLTA):**

Nash Mills Primary School - Hemel Hempstead

January 2024 – Present

* Provide targeted support to students, particularly those with SEN, through tailored interventions and individualized learning plans.
* Monitor student progress and provide feedback to teachers, helping to adjust instruction to meet student needs.
* Lead lessons in the absence of the class teacher, delivering planned lessons to maintain continuity in learning.

**Teaching Assistant / LSA:**

Dunraven Primary School - London

May 2023 – September 2023

* Supported classroom management and lesson delivery, assisting teachers in maintaining a structured and positive learning environment.
* Worked closely with students with SEN, offering one-to-one and small group support to ensure their needs were met.
* Assisted with emotional and behavioral support, helping students overcome challenges and succeed academically.

**Phonics, Read, Write Intervention Tutor & HLTA:**

St Winifred’s Primary School - Stockport

September 2022 – December 2022

* Led phonics and literacy interventions for small groups and individual students, focusing on improving reading and writing skills.
* Developed and implemented personalized progression plans for each child, ensuring that they achieved their academic goals.
* Provided class cover during teacher absences, ensuring the smooth running of the classroom and maintaining a positive learning atmosphere.

**Phonics Intervention HLTA:**

Yew Tree Primary School - Dukinfield

January 2021 – July 2022

* Delivered targeted phonics instruction to students struggling with literacy, helping them achieve significant progress in reading and writing.
* Designed and adapted lesson plans to meet the individual needs of students, particularly those requiring extra support.
* Provided class cover during PPA time, ensuring that learning continued smoothly in the teacher's absence.

**SEN Teaching Assistant:**

Poplar Street Primary School - Audenshaw

April 2021 – July 2021

* Supported a child with SEN by developing customized learning activities tailored to their specific needs.
* Worked alongside the class teacher to monitor the child's progress and adjust support strategies as needed.
* Assisted with social skills development, helping the child integrate with peers and participate in group activities.

**1:1 SEN Support Assistant**

\*St Edwards Primary School - Oldham\*

\*March 2021\*

* Provided one-to-one support for children with special educational needs, helping them achieve their learning objectives.
* Created and tracked individual targets for students, providing regular feedback to teachers and parents.
* Supported children with daily tasks, ensuring their academic, emotional, and social well-being.

**Education**

**BA in Childhood Studies and Social Science:**

Sheffield Hallam University – Upper 2:1 Grade Achieved

**A-Levels**

Clarendon Sixth Form College

* English Literature
* English Language
* Sociology

**Key Skills**

* + Expertise in SEN support and intervention strategies
  + Proficient in delivering phonics, literacy, and speech and language interventions
  + Classroom management and lesson delivery
  + Curriculum development and individualized learning plans
  + Strong communication and collaboration with teaching staff
  + Child safeguarding and welfare awareness
  + Adaptable and resilient in diverse educational settings
  + Fluent in Bengali, facilitating communication in multicultural environments

**Languages**

* + English
  + Bengali