



HEREWARD PRIMARY SCHOOL

Person Specification: Teaching Assistant

	Essential	Desirable
Qualifications	NVQ Level 1 / 2	First Aid qualification
Experience	<i>The candidate should have experience of:</i> working in a school or Nursery setting, perhaps as a parent or voluntary.	<i>In addition, the candidate might have experience of:</i> • working with different age ranges in a primary school; • working with children who have a special educational need; • being a paid worker in a school, play schemes, crèches, midday supervision, after-school clubs etc.
Knowledge and understanding	<i>The candidate should have knowledge and understanding of:</i> • what constitutes a special educational need. • the pastoral care of young children; • child development and the ways in which children learn; • the roles played by various adults in a child's education; • issues related to safeguarding children, child protection and equal opportunities.	<i>In addition, the candidate may have experience in:</i> • using different computing skills; • implementing intervention programmes to support pupils.

Skills	<i>The TA will be able to:</i> • help pupils and teaching staff to achieve their objectives; • assist children on an individual basis, but also work as a member of a team; • explain tasks simply and clearly; • supervise and maintain good order with pupil behaviour and adhere to defined standards; • accept and respond to management and supervision; • work with guidance, but under limited supervision; • use initiative in modifying approaches where necessary and making suggestions for improvement; • liaise and communicate effectively with others; • demonstrate good organisational skills; • get involved in professional development, and attend courses; • display work effectively, and make and maintain basic teaching resources.	<i>In addition, the TA might also be able to:</i> • monitor, record and make basic assessments about individual progress • suggest alternative ways of helping children if they are unable to understand; • describe, in simple terms, the process of behaviour management with children; • identify gaps in their own experience that they need help in filling; • demonstrate the ability to learn and adapt from past experience.
Personal characteristics	Calm – Creative - Empathetic Respect confidentiality Enthusiastic – Caring – Friendly Flexible	<i>N.B. All appointments are subject to excellent references, medical clearance and DBS checks.</i>

