

## TEACHING ASSISTANT PERSON SPECIFICATION

| Qualification  | Essential | Desirable |
|--|-----------|-----------|
| O Levels/GCSE Level – grade C or above in maths and English  | ✓         |           |
| Relevant Level 2 Qualification   | ✓         |           |
| Relevant Level 3 Qualification   |           | ✓         |
| <b>Experience</b>  |           |           |
| Experience of working in a primary school setting  | ✓         |           |
| Recent experience of working as a teaching assistant   | ✓         |           |
| Experience of working with SEND pupils   | ✓         |           |
| Experience of teaching phonics, e.g. delivering Read, Write Inc. programme   |           | ✓         |
|  |           |           |
| <b>Professional Knowledge, Understanding, Skill and Abilities</b>  |           |           |
| A clear understanding of the skills and attributes involved in providing outstanding support for learning  | ✓         |           |
| Awareness to use assessment and data accurately to monitor and evaluate the attainment and progress of pupils  |           | ✓         |
| Ability to create a safe and positive learning environment that promotes independent and risk taking learners  | ✓         |           |
| Able to use resources creatively, including ICT, school spaces, the wider community and other adults to support independent and confident learners                 | ✓         |           |
| Able to use a range of strategies to manage effective learning behaviour   | ✓         |           |
| Have experience of planning and delivering high quality provision for children with additional educational needs including those with additional educational needs |           | ✓         |
| Able to demonstrate a thorough understanding of Child Protection and Safeguarding policies, procedures and legislation   | ✓         |           |
| Clear understanding of the importance of confidentiality and how to maintain this  | ✓         |           |
| Able to liaise effectively with other staff and services to support the needs of learners  | ✓         |           |
| Ability to help learners develop personal and social skills that promote lifelong learning   | ✓         |           |

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|--|---|--|
| <b>Personal Qualities</b>  |   |  |
| Able to successfully engage parents and carers in order to encourage their close involvement in the education of their children          | ✓ |  |
| A flexible approach to work  | ✓ |  |
| A high level of communication skills both orally and in writing  | ✓ |  |
| Able to manage own work load effectively and respond swiftly to tight deadlines  | ✓ |  |
| Able to demonstrate good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships        | ✓ |  |
| Practice equal opportunities in all aspects of the role and around the work place in line with policy                                    | ✓ |  |
| Maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post | ✓ |  |