

# Person Specification

## Teaching Assistant

Applicants should describe in their application how they meet these criteria.

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>Level 1 or 2 Diploma (or equivalent) with proficient practical skills.</li> </ul>	<ul style="list-style-type: none"> <li>Team Teach training</li> <li>Paediatric First Aid</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>Previous experience of working with children.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of supporting pupils academic progress and wellbeing</li> <li>Experience of working with pupils with a range of SEND</li> </ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>Numeracy and literacy skills.</li> <li>Basic IT skills.</li> <li>Have the ability to relate well to children and adults, understanding their needs and being able to respond accordingly.</li> <li>Good influencing skills to encourage pupils to interact with others and be socially responsible.</li> <li>Excellent communication skills with both adults and children</li> </ul>	<ul style="list-style-type: none"> <li>Ability to use / willingness to learn a range of IT software and hardware e.g. Interactive Whiteboards, Management Information Systems</li> <li>Able to recognise when learning is maximised and how the adult role can enhance this</li> <li>Makaton</li> </ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>Knowledge of policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality.</li> </ul>	<ul style="list-style-type: none"> <li>Understanding of the requirements of the National Curriculum for EY and KS1</li> <li>Understanding of a range of strategies to support access to learning e.g. taskboards, visual timetables</li> </ul>
<b>PERSONAL ATTRIBUTES</b>	<ul style="list-style-type: none"> <li>Professional conduct at all times and with all staff, pupils, other professionals, visitors etc.</li> <li>Able to maintain confidentiality</li> <li>Flexible and responsive to change</li> <li>Calm under pressure</li> <li>Self-motivated and pro-active</li> <li>Appropriate levels of personal presentation</li> <li>Good sense of humour</li> <li>Diplomatic and resourceful</li> <li>Positive/can do approach</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>

	<ul style="list-style-type: none"> <li>• Loyalty – act as an ambassador for the Trust with visitors and all members of Trust community</li> </ul>	
<b>VALUES</b>	<ul style="list-style-type: none"> <li>• Commitment to school’s aims and values</li> <li>• Commitment to continuous personal development</li> <li>• Honest and reliable, displays integrity and commitment to the Trust</li> <li>• Champion for children – establish positive relationships with Trust children, their families and staff so that pupils see all staff groups as integral and vital parts of the school family</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>