

## Person Specification - Teaching Assistant

Please read the person specification carefully. This details the qualifications, experience and abilities we are looking for.

In your letter of application, you need to demonstrate by example how far you meet our essential criteria, because short listing of candidates is done on this basis. Criteria listed as desirable will make your application stronger, but you will not be penalised if you do not have them.

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Education &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>• Education to a minimum of secondary school level</li> <li>• Good standard of general education including English and Mathematics skills - GCSE Grade A-C or equivalent.</li> </ul>	<ul style="list-style-type: none"> <li>• First Aid Qualification</li> <li>• Teaching Assistant Qualification</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Recent experience of working with children</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with children with Special Educational Needs</li> <li>• Experience of contributing to the EYFS profile</li> <li>• Breakfast club or Play Leader experience</li> <li>• Lead or contribute to clubs.</li> </ul>
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>• Ability to extend learning in small groups and with individuals</li> <li>• Ability to communicate effectively both in writing and verbally</li> <li>• Ability to make and sustain effective working relationships</li> <li>• Ability to work well as a member of a team</li> <li>• Ability to assist with the set-up and efficient management of a well-organised learning environment</li> <li>• Ability to contribute towards planning for and assessment of pupils including observations</li> <li>• Ability to set and maintain clear and consistent boundaries for pupils</li> <li>• Ability to model positive behaviours and learning strategies</li> <li>• Ability to maintain a calm approach under pressure</li> <li>• Ability to use own initiative</li> <li>• Competent computer literacy skills</li> </ul>	<ul style="list-style-type: none"> <li>• An understanding of the EYFS Framework and Profile</li> <li>• An understanding of the National Curriculum</li> <li>• Recent Child Protection training</li> <li>• Deliver phonics lessons</li> </ul>
<b>Qualities</b>	<ul style="list-style-type: none"> <li>• Reliable , responsible &amp; professional</li> <li>• Flexible , adaptable &amp; conscientious</li> <li>• Efficient, tidy &amp; well organised</li> <li>• Sense of humour</li> </ul>	

	<ul style="list-style-type: none"><li>• Commitment to learning out of doors</li></ul>	
<b>Other Factors</b>	<ul style="list-style-type: none"><li>• Understanding and commitment to Equal Opportunities</li><li>• Knowledge of policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality</li><li>• Willing to conform to policies &amp; practices of the school</li><li>• Willingness to undertake care needs</li><li>• Willing to contribute fully to the life of the school.</li></ul>	