



St Teresa's Catholic Primary School

01233 622797



QUALIFICATIONS / TRAINING:

*It is **essential** that the post holder has a:*

GCSE grade C or above English and Maths or equivalent

*It is **desirable** that the post holder has:*

Teaching Assistant Qualification NVQ2/3

EXPERIENCE / KNOWLEDGE:

*It is **essential** that the post holder has:*

Previous experience of working with children (paid or voluntary).

*It is **desirable** that the post holder has:*

Previous experience of working in a school environment.

SKILLS AND ABILITIES:

*It is **essential** that the post holder has:*

Ability to work under the direction of others and as part of a team;

The ability to use own initiative;

Good communication skills with the ability to inspire confidence amongst colleagues and parents;

The ability to show patience, always remaining calm and consistent;

A warm and approachable manner towards staff, pupils and visitors;

The ability to be well organized but also flexible enough to respond to the needs and enthusiasms of individual children.

Highly developed ICT skills.

WORK RELATED VALUES & PRACTICES:

*It is **essential** that the post holder has:*

High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic background and a commitment to raising their educational achievements;

The ability to build and maintain successful relationships with pupils, treat them calmly, consistently, with respect and consideration and demonstrate concern for their development as learners;

Demonstrate and promote the positive values, attitudes and behaviour expected from the pupils with whom they work;

The ability to work collaboratively with colleagues and carry out role effectively, knowing when to seek help and advice;

The ability to improve their own practice through observations, evaluations and discussion with colleagues.



St Teresa's Catholic Primary School

01233 622797



ADDITIONAL FACTORS:

*It is **essential** that the post holder has:*

The ability to inspire curiosity and a love of learning amongst young children;

The ability to respond creatively to new challenges.

The willingness to undertake training in relevant areas to develop skills necessary to support raising standards in school;

The willingness to undertake appointed person certificate in First Aid;

Ability to respect confidential information and an awareness of data protection;

A sense of humour;

Excellent health and attendance record;

Smart appearance;

A commitment to equal opportunities.

This post is subject to a Criminal Records Bureau enhanced disclosure check, Health Checks, and appropriate references.