|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential | Desirable | Measured by:  application form / interview |
| **Qualifications and Training** | | | |
| GCSE grade C or above in both Maths & English | ✓ |  | A |
| Willingness to undertake training | ✓ |  | I |
| Good literacy and numeracy | ✓ |  | A/I |
| Full Driving Licence | ✓ |  | I |
| Current first aid qualification |  | ✓ | A |
| Qualification related to Child or Social Care |  | ✓ | A |
| **Experience** | | | |
| Experience of working with young people, preferably in an education | ✓ |  | A |
| **Knowledge and Understanding** | | | |
| Understanding / knowledge of Safeguarding | ✓ |  | A/I |
| Understanding / knowledge of pupils with Special Educational Needs (SEN) | ✓ |  | A/I |
| Understanding / knowledge of assessment tools |  | ✓ | I |
| Understanding / knowledge of local and national learning strategies |  | ✓ | A/I |
| **Skills** | | | |
| Ability to work as part of a team | ✓ |  | A/I |
| Able to organise, prioritise and complete tasks efficiently | ✓ |  | A/I |
| Flexible approach to working | ✓ |  | I |
| Ability to build relationships with children & young people | ✓ |  | A/I |
| Able to deal with problems in a positive and systematic manner | ✓ |  | I |
| Ability to use own initiative | ✓ |  | A/I |
| Able to recognise behaviour in children, which gives cause for concern, and follow school procedures. | ✓ |  | A/I |
| Competent in the use of ICT | ✓ |  | A/I |
| Able to work effectively as part of the whole school team | ✓ |  | A/I |
| Able to communicate effectively (both orally and in writing). | ✓ |  | A/I |
| **Personal Characteristics** | | | |
| Punctual and Reliable | ✓ |  | A/I |
| Calm under pressure | ✓ |  | A |
| Self-motivated | ✓ |  | A |
| Positive and energetic approach to work | ✓ |  | A/I |
| Committed to professional and personal self development |  |  |  |
| Versatile and Flexible | ✓ |  | A |
| Willing to learn from the good practice of others | ✓ |  | A/I |
| Be committed to a healthy work / life balance | ✓ |  | I |

**Medway Green School**

**Person Specification – Teaching Assistant**

**Medway Green School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974. Any offer of employment will be subject to an enhanced DBS check.**