Park Way Primary School

Teaching Assistant - Person Specification and Criteria for Selection

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| CATEGORY | ESSENTIAL | DESIRABLE | WHERE IDENTIFIED |
| APPLICATION | * Medway application form * Fully supported in reference | * Pre – visit to school | * Application form * References |
| QUALIFICATIONS | * Good literacy and numeracy skills | * Maths and English GCSE or equivalent | * Application form * Certificates |
| PROFESSIONAL DEVELOPMENT | * Evidence of a commitment to ongoing professional development. * Able to cite evidence of working with children to help them LEARN and all that this might entail in a school. * Understanding of the process of learning and assessment | * Relevant experience of working in a school or caring profession. | * Applicant statement * Application form * References * Interview |
| SKILLS | * A calm, positive and friendly manner. * High expectations * Ability to form good appropriate relationships with children. * Ability to follow all school policies and protocols. * Ability to interact effectively with children and adults of different backgrounds. * Effective record keeping. * Ability to readily establish professional relationships with staff and pupils. – to work within a flexible team. * Excellent communication skills – especially listening. * Effective organisational and time management skills. * Ability to use initiative but also to work under the supervision and direction of Senior Staff. * Ability to maintain confidentiality when appropriate. * Ability to understand the changing needs of children and to use a flexible, imaginative and creative approach to improving learning outcomes. | * Flexibility – willingness to alter hours when necessary. * Practical knowledge of “Assessment For Learning”. * Experience of working with children with multiple difficulties. * Knowledge of the national curriculum and age related levels of learning. | * Applicant statement * Application form * References * Interview * Anonymous case studies * Voluntary or paid experience in a school/ youth setting |
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