



## Teaching Assistant



### PERSON SPECIFICATION

|                                    | Essential   | Desirable  |
|------------------------------------|---|--|
| <b>Qualifications and Training</b> | <ul style="list-style-type: none"> <li>NVQ Level 3 or proven equivalent</li> <li>A positive approach to gaining further qualifications</li> <li>Some understanding of the importance of Health &amp; Safety and Food Hygiene in the workplace</li> </ul>  | <ul style="list-style-type: none"> <li>Completion of Safeguarding Awareness course</li> <li>Health &amp; Safety certificate</li> <li>Paediatric First Aid certificate</li> <li>Completion of other relevant training and /or courses</li> </ul>  |
| <b>Experience</b>                  | <ul style="list-style-type: none"> <li>Worked successfully with children, including in a primary setting</li> <li>Have experience of working successfully with SEND pupils</li> </ul>   | <ul style="list-style-type: none"> <li>Have experience of teaching phonics</li> <li>Have experience of working with Key Stage 1 and 2 pupils</li> </ul>  |
| <b>Knowledge and Understanding</b> | <ul style="list-style-type: none"> <li>How young children develop</li> <li>How to support children who learn differently</li> <li>How to motivate pupils to complete directed tasks and make progress</li> <li>Knowledge of the curriculum to support next steps</li> </ul>   | <ul style="list-style-type: none"> <li>Knowledge &amp; understanding of strategies used to support pupils with learning difficulties.</li> <li>Understanding of attachment, behaviour therapies and strategies for dealing with pupils who have complex needs</li> </ul>   |
| <b>Skills</b>                      | <ul style="list-style-type: none"> <li>Good communication skills, both written and oral, in a variety of situations</li> <li>Manage children's behaviour in a positive manner and apply the school behaviour management system consistently and effectively</li> <li>Ability to work co-operatively with willingness to undertake further training</li> <li>Work within a team to assess and develop skills, set targets others</li> <li>To be able to support self - help skills (e.g. toileting) and to administer medication</li> <li>Ability to think on your feet</li> <li>Make teaching resources</li> <li>Encourage and develop communication and pupil social skills</li> <li>Use initiative within ethos of the team</li> <li>Monitor, record and make assessments about pupil progress</li> </ul> | <ul style="list-style-type: none"> <li>Willingness to undertake further training</li> <li>Work within a team to assess and develop skills, set targets and create opportunities for pupils to make progress</li> <li>Differentiate tasks set by class teachers making goals clear and achievable</li> <li>Be able to think outside the box</li> <li>Willingness to undertake activities necessary in pupil's development of social skills</li> <li>Be able to contribute to creative displays to celebrate children's work</li> <li>Good ICT Skills</li> </ul> |
| <b>Personal Qualities</b>          | <ul style="list-style-type: none"> <li>Ability to demonstrate enthusiasm</li> <li>Caring and sensitive attitude towards pupils, parents and staff</li> <li>Excellent interpersonal skills</li> <li>Well organised</li> <li>Ability to use initiative</li> <li>Calmness, enthusiasm, initiative, flexibility, positive nature, empathy, confidentiality</li> </ul>   | <ul style="list-style-type: none"> <li>Flexibility and adaptability in order to be able to mix and work with a wide range of people</li> <li>Sense of humour</li> <li>A degree of resilience</li> <li>Keen to get involved in the wider life of the school (e.g. fundraising and other events outside of working hours)</li> </ul>   |