**PERSON SPECIFICATION**

| **Category** | **Essential** | **Desirable** | **Method of assessment** |
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| Qualifications, Education, training | Numeracy/Literacy skills (at a level equivalent to NQF Level 2)  NVQ Level 3 for Teaching Assistants or equivalent qualification or experience |  | * Application form * Certificates |
| Relevant Experience | Experience of working with pupils with additional needs. |  | * Application form * Interview |
| Knowledge, skills and abilities | Strong verbal and written communication skills.    Ability to build strong working relationships with all stakeholders.    Ability to preserve confidentiality and discretion.  Ability to work as part of a team.  An understanding of the role of the Teaching Assistant and other professionals working in the classroom.  Ability to use relevant technology e.g photocopier.  Ability to plan effective actions for pupils at risk of underachieving.  Ability to self-evaluate learning needs and actively seek learning opportunities.  Willingness to undertake first aid training as appropriate. |  | * Application form * Interview * Task |
| Our Values | Community: Evidence of working together for a common purpose and encouraging diversity. |  | * Interview |
| Integrity: Evidence of doing the right things for the right reason |  | * Interview |
| Passion: Evidence of taking personal responsibility, working hard and having high aspirations |  | * Interview |