

## Person Specification: 1:1 Teaching Assistant

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	NVQ Level 1 / 2	Training in, and knowledge of, the National Primary Strategies for Literacy and Mathematics and the Early Years' Foundation Stage
<b>Experience</b>	<p><i>The candidate should have experience of:</i></p> <p>working in a school or Nursery setting, perhaps as a parent or voluntary.</p>	<p><i>In addition, the candidate might have experience of:</i></p> <ul style="list-style-type: none"> <li>• working with children who have a special educational need.</li> <li>• being a paid worker in a school, play schemes, crèches, midday supervision, after-school clubs or similar.</li> </ul>
<b>Knowledge and understanding</b>	<p><i>The candidate should have knowledge and understanding of:</i></p> <ul style="list-style-type: none"> <li>• what constitutes a special educational need.</li> <li>• the pastoral care of young children;</li> <li>• child development and the ways in which children learn;</li> <li>• the roles played by various adults in a child's education;</li> <li>• issues related to equal opportunities.</li> </ul>	<p><i>In addition, the candidate may have experience in:</i></p> <ul style="list-style-type: none"> <li>• applying first aid;</li> <li>• using different forms of ICT.</li> </ul>
<b>Skills</b>	<p><i>The TA will be able to:</i></p>	<p><i>In addition, the TA might also be able to:</i></p>

	<ul style="list-style-type: none"> <li>• help pupils and teaching staff to achieve their objectives;</li> <li>• assist children on an individual basis, but also work as a member of a team;</li> <li>• explain tasks simply and clearly;</li> <li>• supervise and maintain good order with pupil behaviour and adhere to defined standards;</li> <li>• accept and respond to management and supervision;</li> <li>• work with guidance, but under limited supervision;</li> <li>• use initiative in modifying approaches where necessary and making suggestions for improvement;</li> <li>• liaise and communicate effectively with others;</li> <li>• demonstrate good organisational skills;</li> <li>• get involved in professional development, and attend courses;</li> <li>• display work effectively, and make and maintain basic teaching resources.</li> </ul>	<ul style="list-style-type: none"> <li>• monitor, record and make basic assessments about individual progress</li> <li>• suggest alternative ways of helping children if they are unable to understand;</li> <li>• describe, in simple terms, the process of behaviour management with children;</li> <li>• identify gaps in their own experience that they need help in filling;</li> <li>• demonstrate the ability to learn and adapt from past experience.</li> </ul>
<p><b>Personal characteristics</b></p>	<p>Calm  Respect confidentiality  Empathetic  Enthusiastic  Caring and friendly  Creative</p>	