|  |  |  |  |
| --- | --- | --- | --- |
| **Teaching Assistant to work 1:1 with a pupil** | **ESSENTIAL** | **DESIRABLE** | **HOW MEASURED** |
| **EXPERIENCE** | Working in a busy environment.Excellent Communication skills at all levels.Experience of working with SEN pupils. | Working in a primary school environment.Word Processing/IT skills would be an advantage. | Application Form and Interview |
| **EDUCATION, TRAINING AND** **QUALIFICATIONS** | GCSE maths and English grade C or above | Prepared to do some further training.Recognised TA L2 Qualification. | Application Form/Interview/Certificates |
| **SKILLS AND****KNOWLEDGE** | Good organisational, written and verbal skills.Ability to maintain necessary level of confidentiality. |  | Application Form/Interview |
| **PERSONAL QUALITIES** | Work as part of a team.Able to motivate.Patient and calm | Use initiative  | Application form and interview |
| **WORKING ARRANGEMENTS** | Need a flexible and creative approach |  | Application form and interview |
| The post is subject to:* Disclosure of convictions under the Rehabilitation of Offenders (Exemption) Act 1974 **Yes □ No □**
* Political restriction **Yes □ No□**
* The ability to speak fluent English under the Immigration Act 2016 **Yes □ No □**
 |
|  |
| Employee:(signed) |  | (print) |  | Date:  |  |  |
|  |  |
| Manager: (signed) |  | (print) |  | Date: |  |  |
|  |