

PERSON SPECIFICATION

Post Title: Additional Needs Teaching Assistant 2
Salary Scale: Support Staff Grade (Level 2 TA) Band E

Evidence Codes

AF – Application Form
JRT – Job Related Task
D - Documentation

M - Medical
I - Interview
R - References

Job Criteria				
	Essential	Source of Evidence	Desirable	Source of Evidence
Experience	Be able to demonstrate experience in the following:			
	Working with SEN children in a primary school setting, ensuring the provision of effective specialist support to pupils	AF/I/R		
	Building relationships with children which promote learning	AF/I/JRT/R		
	Gathering, collating/analysing information to make appropriate recommendations for action	AF/I		
	Providing effective and clear reports for a range of audiences	AF/IR		
	Persuading/convincing pupils to take a certain course of action	JRT		
	Collaborative and professional approach with all school stakeholders, including parents/carers, internal and external partners.	AF/I/JRT/R		

Qualifications	National Occupational Standards (NOS) in Supporting Teaching and Learning level 3	D	Relevant degree level qualification	D
	NVQ level 3 (or equivalent relevant qualification)	D		
	GCSE (or equivalent relevant qualification) in English, Maths and Science (minimum grade C)	D		
Skills and Knowledge	Be able to demonstrate skills and knowledge in the following:			
	Knowledge of appropriate intervention strategies, therapy and care programmes which can benefit children with specific needs.	AF/I/R		
	Able to confidently implement physical and/or restrictive interventions, in line with policies and procedures	AF/I		
	Ability to analyse need, select and adapt appropriate resources /methods, to facilitate agreed learning activities	AF/I		
	An active and creative approach to teaching that will engage the minds of SEN pupils	JRT/R		
	Knowledge of the National Curriculum for primary education	AF/I/JRT/R		
	Organisation skills to effectively manage time and prioritise as appropriate, teaching and administrative duties	AF/I/JRT/R		

	Ability to work effectively in a team, building strong relationships with colleagues	AF/I/R		
	Able to form and maintain appropriate professional relationships with internal and external stakeholders	AF/I		
	Able to persuade/convince pupils to make the right choice	AF/I/JRT		
	Communicate orally and in written form in an appropriate manner to a range of audiences	AF/I/JRT		
	ICT skills, specifically Microsoft Office applications	AF/JRT		
	Statutory legislation relevant to SEN, child protection and health and safety	AF/I		
Other factors	Flexible approach and able to adapt to changing needs and requirements of role	I/R		
	Able to respond to many circumstances but know when to call for assistance or refer to more senior staff			
Personal qualities	Enjoys working with young children	JRT		
	Able to demonstrate patience, empathy and attention to all pupils	JRT		
	Ability to reflect on own practice/learning and listen to advice			
	Highly organised, self-motivated and resilient			
	Demonstrate enthusiasm and able to motivate pupils			
	Able to inspire in others respect and credibility	AF/I		

Job Circumstances	Medical clearance subject to reasonable adjustments under the Equality Act 2010 (where appropriate)	M		
	Enhanced Disclosure and Barring Service clearance	D		
	Demonstrable evidence of continuous professional development and competence	D		
Equalities	Understanding of and commitment to Inclusion and Equality in respect of pupils, governors, staff and the wider community.	I		