



Apprentice Teaching Assistant - Person Specification

	JOB REQUIREMENTS	Essential	Preferred	* How assessed
Qualifications and experience	A minimum of Maths and English GCSE A-C/4 or equivalent; if not already achieved the ability to work towards achieving functional skills level 2 within the lifespan of the apprenticeship	✓		A & R
	Willingness to work towards a Teaching Assistant Level 3 Apprenticeship Standard	✓		A & I
	High standard of written and oral communications and good IT skills	✓		A & R
	Basic knowledge of child development and willingness to build on this		✓	A & R
	A knowledge of, and commitment to, equality and diversity in school and workplace	✓		A & R
	Experience of working with or caring for children of relative age in a supportive capacity		✓	A & I
Working with People	Demonstrates an interest in and understanding of others; adapts to the team and builds team spirit; recognises and rewards the contribution of others; listens, consults others, and communicates proactively; supports and cares for others; develops and openly communicates self-insight	✓		I & T
	Ability to motivate, encourage and inspire confidence in pupils	✓		I & T
Following Instructions & Procedures	Appropriately follows instruction from others without unnecessary challenge; follows procedures and policies; keeps to schedules; arrives punctually for work; demonstrates commitment to the school; complies with legal obligations and safety requirements of the role	✓		I & T
Coping with Pressures and Setbacks	Works productively and positively in a busy area; keeps emotions under control when dealing with difficult situations; maintains a positive outlook at work; handles criticism well and learns from it	✓		I
Child Protection	A commitment to the responsibility of safeguarding and promoting the welfare of young people	✓		I
	Enhanced DBS disclosure and disqualification questionnaire	✓		
	Willingness to undertake Child Protection training when required	✓		I

* A = by application, R = by references & qualification check, I = assessed by Interview, T = Teaching/classroom task