



Person Specification for Early Years Teaching and Learning Assistant

Criteria	Essential (E) Desirable (D)
Must be eligible to work in the UK	E
English and Maths – minimum of Grade C /Point 4 GSCE	E
Childcare qualifications: <ul style="list-style-type: none"> NVQ – school/child related Paediatric First Aid Epi Pen training Forest School Training ASD training Read Write Inc Experience/Training 	D
Confident use of IT and an interest in developing this skill further	E
Proven successful experience of working with children in an educational setting	E
Have knowledge and understanding of the different social, cultural and physical needs of pupils	E
Experience of working with autistic children	E
Have an interest in the Development Matters framework and how this develops into the National Curriculum	E
Understand the importance of clear planning and preparation linked to high expectation rooted in the needs of individual children	E
Knowledge and understanding of the importance of the school's Health and Safety policy	E
Understanding of and commitment to work within the scope of the school's equal opportunities policy	E
Ability to work as part of a team	E
Able to communicate effectively with a range of people	E
Excellent listening skills	E
Well organised and practical	E
Ability to diffuse conflict and apply appropriate strategies	E
Adaptable and flexible	E
Have a willingness to work under pressure, show initiative and work to deadlines	E
Able to implement a range of Teaching and Learning strategies following training	E
Able to form and maintain appropriate professional relationships and boundaries with children and parents	E
Able to organise and deliver classroom activities	E
Able to deal with sensitive information in a confidential manner	E
Knowledge of using ARBOR and Target Tracker	D
Have a caring and positive nature	E
Have a good sense of humour	E
Prompt and reliable	E
Prepared to undergo training appropriate to the post	E
Be able to work flexibly and respond to unplanned situations with a positive attitude	E
Be able to motivate pupils to learn and make positive choices	E
Provide appropriate role models of behaviour both in the classroom, around the school and in our local community	E
Work in line with the school's behaviour policy	E
Work within the guidelines of the School's Safeguarding policy	E
Willingness to attend and participate in meetings to review pupil progress	E
Commitment to school improvement	E
Commitment to the school's ethos, aims and its whole community	E