



Coombe Secondary Schools Academy Trust

Knollmead Primary School, Knollmead, Surbiton, Surrey KT5 9QP

Tel: 020 8337 3778, E-mail: vacancies@knollmeadprimary.co.uk

PERSON SPECIFICATION FOR TEACHING ASSISTANT

Training and Qualifications

Essential	Desirable	Evidence
Qualifications in Maths and English equivalent to GCSE 'C' NVQ3 or equivalent qualification	Educated to Degree Level	Application Form

Experience

Essential	Desirable	Evidence
Evidence of working with and the ability to relate positively with children	Evidence of planning and preparing individual learning programmes	Application Form Selection task
Evidence of observing, monitoring and recording children's progress	Evidence of working with children with additional learning needs (dyslexia & autism)	Application Form Selection task
Evidence of and the ability to work flexibly within a multidisciplinary team	Experience of delivering programmes designed by a Speech and Language Therapist or specialist teacher/practitioner	Application Form Interview
	Experience of working in a school setting	Application Form Interview

Abilities, Skills and Knowledge

Essential	Desirable	Evidence
Ability to relate to parents and carers	Knowledge of the Primary Curriculum	Application form Interview
High expectations and positive role model for pupils and colleagues	Basic Knowledge of the SEND code of practice	Application form Interview

Personal skills and Attitudes

Essential	Desirable	Evidence
Passionate about working with children who have additional needs		Application form Interview
Excellent oral and written communication and ICT skills	Ability to manage own workload effectively	Application form Interview
Ability to use initiative		Application form Interview
A commitment to continuous professional development		Application form
An ability to build and maintain effective relationships with parents/carers, external partners and the community		Application form Interview
Understanding of and commitment to promoting Equality of Opportunity and safeguarding responsibilities within the school		Application form Interview
Willingness to become involved in all aspects of school life	Experience of organising and running extra-curricular activities	Application form Interview
	Interest in pursuing a career in teaching	Application form Interview