

PERSON SPECIFICATION- Enhanced Teaching Assistant (Maternity cover)

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, indicating experience and where appropriate citing supporting examples within their application.

Qualifications & Training	Essential/Desirable	How Identified
<input type="checkbox"/> GCSE Maths and English (Grade C or above) or equivalent	E	Application form
<input type="checkbox"/> Achieved or willing to work towards CACHE Level 2, Teaching Assistant Level 3 or QTS	E	
<input type="checkbox"/> Trained First Aider / willingness to train as one and take on the role	E	
<input type="checkbox"/> Full driving licence	E	
Knowledge & Experience	Essential/Desirable	How Identified
<input type="checkbox"/> Experience of operating in a support role within a Secondary school	D	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Evidence of working closely with 11 to 16-year-old students of mixed ability	D	
<input type="checkbox"/> Experience supporting low ability students	D	
<input type="checkbox"/> Experience delivering Literacy/Numeracy development programmes	D	
<input type="checkbox"/> Experience of working with students who have restricted mobility and/or wheelchair users	D	
<input type="checkbox"/> The ability to utilise IT software	E	
<input type="checkbox"/> Practical knowledge of policies and procedures relevant to child protection and health and safety	D	
Skills & Key Criteria	Essential/Desirable	How Identified
<input type="checkbox"/> Ability to prioritise workload effectively to meet deadlines	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Excellent communication and inter-personal skills, including tact and diplomacy	E	
Personal Attributes	Essential/Desirable	How Identified
<input type="checkbox"/> The ability to build personal relationships based on integrity and trust	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> A commitment and a determination to ensuring high achievement for all pupils	E	
<input type="checkbox"/> An effective team member who demonstrates a willingness to play a positive role in areas beyond his/her specific responsibilities	E	
<input type="checkbox"/> Ability to communicate effectively both written and orally	E	

<input type="checkbox"/> A willingness to contribute to the wider life of the school	E	
<input type="checkbox"/> High professional standards	E	
<input type="checkbox"/> Committed to the principles of equality and diversity	E	
<input type="checkbox"/> Willingness to expand on own practice through CPD and training opportunities	E	
<input type="checkbox"/> Professionalism, flexibility, integrity and reliability	E	
Equal Opportunities	Essential/Desirable	How Identified
<input type="checkbox"/> Candidates should indicate an acceptance of, and a commitment to, the principles of the Academy's Equal Rights policies and practices as they relate to employment issues and to the delivery of services to the community	E	Application form/Interview/Task (if applicable)
<input type="checkbox"/> Commitment to equal opportunities policies relating to gender, race and disability in an educational context	E	Application form/Interview/Task (if applicable)
Safeguarding	Essential/Desirable	How Identified
<input type="checkbox"/> Commitment to the protection and safeguarding of children and young people	E	Application form/Interview/Task (if applicable)
<input type="checkbox"/> Has up to date knowledge of relevant legislation and guidance in relation to working with young people	D	Application form/Interview/Task (if applicable)