

1-2-1 HLTA Person Specification

Essential	Desirable
Skills, aptitude, knowledge and experience • Previous experience of working with children aged 4-13 in a voluntary or paid capacity • Experience as a Higher Level Teaching Assistant • Experience of working 1:1 with child who has Autism • The ability to plan and deliver stimulating teaching experiences • Good written and oral skills for report writing, maintaining child records and providing feedback to parents/carers and colleagues • An understanding of inclusion, making the curriculum accessible to all learners • The ability to work in a team in order to achieve successful outcomes for learners. • Good numeracy/literacy skills • Ability to relate well to children and adults. • Ability to self-evaluate learning needs and actively seek learning opportunities • Understanding of health and safety and welfare issues within a childcare environment	Skills, aptitude, knowledge and experience • Experience in undertaking observations for assessment of children
Personal qualities • A positive approach to learning and gaining new skills through teamwork and training opportunities • The ability to adapt to changing circumstances and needs • A positive attitude • A passion for promoting purposeful learning • Ability to build a good rapport with children, parents, staff and other professionals. • A readiness to maintain high expectations and standards for self and others. • Excellent organisational, record keeping and planning skills • Punctuality and reliability • Patience and resilience • Honesty and trustworthiness	Personal qualities • Flexibility – occasionally working hours might be changed, e.g. for parents evening or After school events • Able to work in small teams

• Communication skills with a particular emphasis on oral skills together with personal qualities of enthusiasm, good humour, determination and resilience	
Qualifications • HLTA Status • GCSEs or equivalent in Maths and English • Training or qualifications for working with children who have Autism • A positive approach to gaining further qualifications	Qualifications • Level 1 Safeguarding