

Post Title		Level 4 Higher Level Teaching Assistant		
Grade		G (8-12)		
School Name		Rothwell School: Rothwell Junior School		
Attributes	Essential It is essential candidates can provide evidence of:	Test	Desirable It is desirable candidates can provide evidence of:	Test
<b>Education and Qualifications</b>	<ul style="list-style-type: none"> <li>NVQ level 4 or equivalent in relevant subject e.g. HLTA qualification or <b>significant</b> experience of working with or caring for children of relevant age <b>and</b></li> <li>at least a pass in English and Maths at GCSE C or equivalent</li> <li>Evidence of training in a Literacy/Numeracy programme and or other curriculum or learning area.</li> </ul>	AF/I  AF/I  AF  AF	<ul style="list-style-type: none"> <li>English and Maths qualifications to NVQ Level 3, A-Level or equivalent</li> <li>Further CPD training undertaken.</li> <li>Specialist knowledge in a particular curriculum or learning area e.g. SEN</li> <li>Commitment to attaining HLTA status (if do not currently hold)</li> </ul>	AF  AF I I  I
<b>Experience and Knowledge</b>	<ul style="list-style-type: none"> <li>A minimum of two years experience of working with children preferably in an education setting</li> <li>Understanding of behaviour management strategies</li> <li>Experience of leading small and large groups</li> <li>Experience of interpreting lesson planning</li> <li>Experience of quality feedback and marking</li> <li>Working knowledge of national curriculum/EYFS curriculum and other relevant learning</li> </ul>	AF  I  I  AF/I  I  AF	<ul style="list-style-type: none"> <li>Experience of working with children in different key stages</li> <li>programmes</li> <li>Experience of leading whole class sessions</li> <li>Working knowledge of school behaviour management policy</li> <li>Working knowledge of school marking and feedback policy</li> <li>Experience of planning learning activities</li> <li>Experience of managing others</li> </ul>	AF/I  I  AF/I  I  I
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>A commitment to safeguarding children and report concerns.</li> <li>Subjected to a full Disclosure and Barrier check, satisfactory references and disqualification by association form completed.</li> <li>Able to form and maintain appropriate professional relationships and boundaries with children and young people.</li> <li>Ability to deal with sensitive information in a confidential manner.</li> </ul>	I  AF/I  I  I	<ul style="list-style-type: none"> <li>Recent evidence of Safeguarding training and working knowledge of school child protection practices.</li> <li>Recent first aid training</li> </ul>	AF  AF

<b>Ability and Skills</b>	<ul style="list-style-type: none"> <li>• Ability to work constructively as part of a team</li> <li>• Ability to work in partnership with class teacher to ensure consistency for pupils</li> <li>• Effective oral and written communication skills</li> <li>• Ability to manage difficult behaviour in a calm and patient manner</li> <li>• Ability to use own initiative but also follow direction</li> <li>• Good organisation and time management skills.</li> <li>• Confident with the use of IT equipment to support learning.</li> <li>• Able to act as good role model to children.</li> <li>• Ability to organise the classroom activities</li> <li>• Ability to implement teaching and learning strategies</li> </ul>	AF/I I I AF/I I I AF I I I	<ul style="list-style-type: none"> <li>• Ability to organise and lead others</li> <li>• Ability to help children transfer their learning to other parts of their lives</li> <li>• Willingness to attend school training sessions</li> <li>•</li> </ul>	I
<b>Equal Opportunities</b>	<ul style="list-style-type: none"> <li>• A commitment to helping pupils achieve through learning</li> <li>• Ability to demonstrate awareness/understanding of Equal opportunities.</li> <li>• Able to support and understand the needs of SEND pupils</li> </ul>	I I I		

AF= Application Form

I = Interview

Updated by Ashley Izzard-Snape, July 2020