

CHIPPING ONGAR PRIMARY SCHOOL

Person Specification: HLTA

	Selection Criteria (Desirable [D]/Essential [E])	How will these be assessed
Education and Qualifications	▪ Successful experience working with children in a school/early years environment - E ▪ Educated to NVQ Level 2/3 in learning support/early years, NNEB or equivalent qualification/experience - E ▪ Have, or working towards, a Level 3 Teaching Assistant qualification (or equivalent)- D ▪ Ability to understand and support children with developmental difficulty or disability - E	Application, Qualifications, Interview and References
Knowledge and Experience	Understanding and knowledge of: ▪ Basic knowledge of First Aid and understanding of the School- E ▪ Good reading and writing skills -E ▪ Good pass in GCSE English (or equivalent)- D ▪ Good understanding of the school curriculum - D ▪ Knowledge of literacy/numeracy strategies - D ▪ Understand and implement the school's behaviour management policy - D Successful Experience: ▪ Ability to establish rapport and respectful and trusting relationships with children, their families and carers and other adults - D ▪ Understand and support the importance of physical and emotional wellbeing - E ▪ Good understanding of the general aspect of child development - D ▪ Ability to assess progress and performance - D ▪ Good organisational skills - D ▪ Ability to remain calm under pressure - E	Application, Qualifications, Interview and References
Skills and Attributes	Skills and attributes in order to: ▪ Demonstrate creativity and an ability to resolve routine problems independently - D ▪ Know when, how and with whom to share information - D ▪ Ability to follow instructions accurately - E ▪ Be prepared to develop and learn in the role -E ▪ Ability to work effectively with a range of adults - E	Application, Qualifications, Interview and References