**HIGHER LEVEL TEACHING ASSISTANT**

**PERSON SPECIFICATION**

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| **CRITERIA** | **QUALITIES** | **METHOD OF ASSESSMENT**  Application (A) Reference (R) Interview (I) Observation (O) |
| **Qualifications and Training** | **Essential**   * Level 2 or 3 Certificate in Supporting Teaching and Learning in Schools, Level 3 Diploma in Childcare and Education, or other relevant qualification in nursery work or childcare (or willingness to work towards a qualification if not already held) * GCSEs at grades 9 to 4 (A\* to C) including English and maths * Experience of working with children * Experience of planning and leading teaching and learning activities (under supervision) | A  A R |
| **Experience** | **Desirable**   * Experience of working in a school and teaching | A I  A I |
| **Skills and Knowledge** | **Essential**   * Good literacy and numeracy skills * Good organisational skills * Ability to build effective working relationships with pupils and adults * Skills and expertise in understanding the needs of all pupils * Knowledge of how to help adapt and deliver support to meet individual needs * Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils * Excellent verbal communication skills * Active listening skills * The ability to remain calm in stressful situations * Knowledge of guidance and requirements around safeguarding children * Good ICT skills, particularly using ICT to support learning * Understanding of roles and responsibilities within the classroom and whole school context * Understanding of effective teaching methods * Knowledge of how to successfully lead learning activities for a group or class of children * Knowledge of how statutory and non-statutory frameworks for the school curriculum relate to the age and ability ranges of the learners they support * Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice | A I O  A I O  A I O  I O  A  A I O  I O  I O  A I O  I O  A O  A R I |
| **Personal Qualities** | **Essential**   * Enjoyment of working with children * Sensitivity and understanding, to help build good relationships with pupils * A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school * Commitment to maintaining confidentiality at all times * Commitment to safeguarding pupil’s wellbeing and equality * Ability to communicate effectively * Ability to be flexible whilst working as part of a team Able to form positive and professional relationships with colleagues | A I O  A R O I  A R I  A R I  A R O I  A R O I  A I  A R I |

When writing the supporting statement **please ensure** that you have **covered all the points** **below in order.** Please give personal examples to support the points, which make clear your role and responsibilities.