**HIGHER LEVEL TEACHING ASSISTANT**

**PERSON SPECIFICATION**

|  |  |  |
| --- | --- | --- |
| **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)
 | AA R |
| **Experience** | **Desirable*** Experience of working in a school and teaching
 | A IA 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 OA I O A I OI OAA I OI OI OA I OI OA OA 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 OA R O IA R IA R IA R O IA R O IA IA 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.