



# Higher Level Teaching Assistant

## PERSON SPECIFICATION

### Essential requirements

#### 1. Knowledge

- To have sufficient knowledge of a specialist area (for example a subject, age phase or pupils with particular needs) to support pupils' learning, and be able to acquire further knowledge to contribute effectively and with confidence to the groups which you support.
- To be familiar with the school curriculum, the age-related expectations of pupils, the main teaching methods and the testing/examination framework in the subjects and age ranges in which you are involved.
- To understand the aims, content, teaching strategies and intended outcomes for the lessons in which you are involved, and understand the place of these in the related teaching programmes.
- To know the key factors that can affect the way pupils learn.
- To be aware of the statutory frameworks relevant to your role.
- To know the legal definition of Special Educational Needs (SEN), and be familiar with the guidance about meeting SEN given in the SEND code of Practice with appropriate training.

#### 2. Skills

- To be able to communicate with pupils and other adults clearly and effectively.
- To know how to use ICT to advance pupils' learning, and be able to use common ICT tools for your own and pupils' benefit.
- To have a range of strategies to establish a purposeful learning environment and promote good behaviour.

#### 3. Experience

- Significant experience of providing support for teaching and learning in schools.
- Experience of advancing pupils' learning in a range of classroom settings, including working with individuals, small groups and whole classes without the assigned teacher being present for a short period of time.

#### 4. Education and training

- To have obtained (or be willing to work towards) Higher Level Teaching Assistant status
- To have achieved (or be willing to work towards) a qualification in English and Mathematics, equivalent to at least Level 2 of the National Qualifications Framework (e.g. GCSE grades A\*-C, Key Skills, NVQs, Skills for Life, Higher diploma, BTEC award, certificate and diploma, Functional Skills)

#### 5. Personal qualities

- Flexibility and ability to work as part of a team

#### 6. Equal opportunities

- To have high expectations of all pupils and respect their social, cultural, linguistic, religious and ethnic backgrounds and are committed to raising their educational achievement.
- Awareness of and commitment to the School's Equality and Diversity Policy.