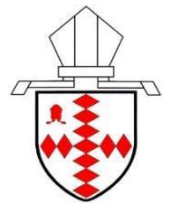


Southwark Diocesan
Board of Education

Christ Church C of E Primary School Shooters Hill Person Specification

POST TITLE:	HLTA
PAY SCALE:	Scale 5 32.5 hours 39 weeks
PURPOSE OF THE JOB:	<p>To complement the work of teachers by taking responsibility for agreed learning activities across Reception to Year 6, under an agreed system of supervision that supports teaching and learning outcomes.</p> <p>To provide high quality support in relation to raising educational standards promoting inclusion and supporting pupils with SEND.</p> <p>To lead whole class teaching, interventions and curriculum enrichment, including within a specialist subject area.</p>
RESPONSIBLE TO:	Senior Leadership Team

Criteria	Essential	Desirable
Education / Qualifications	<ul style="list-style-type: none"> • GCSE level C or higher in English and Maths OR Minimum of NVQ Level 2 in literacy and numeracy OR equivalent 	<ul style="list-style-type: none"> • HLTA status / meeting the HLTA professional Standards • NVQ Level 3 or higher qualification • A-level or degree qualification or experience or experience in PE, Music, Art & DT, French or Latin
Relevant experience	<ul style="list-style-type: none"> • Evidence of effective behaviour management skills • Evidence of successfully contributing towards the raising of attainment including for pupils with SEND. • Proven experience of using ICT effectively within the classroom and for the preparation of resources. 	<ul style="list-style-type: none"> • Experience of successfully covering a class in the absence of the teacher. • Experience of leading a curriculum subject or extra-curricular activity of planning and delivering specialist teaching in PE, Music, Art & DT, French or Latin • Evidence of precision marking in line with the school's agreed marking policy. • Have contributed to/led support staff training • Strength in a particular area of the curriculum • Experience of working across the primary age range, including EYFS • Experience of maintaining accurate records of pupil progress and feeding back to colleagues and other professionals.



<p>Professional Knowledge and skills</p>	<ul style="list-style-type: none"> • Understanding of the KS1 and KS2 curriculum • ICT literate. Able to confidently use Microsoft packages, a range of software and devices. • Ability to contribute to the planning, preparation and delivery of learning activities to whole class, small groups or individuals. • Understanding of child protection procedures • Knowledge of key factors affecting children’s learning and progress, including those with SEND. • Knowledge of a range of strategies for behaviour management. 	<ul style="list-style-type: none"> • Some knowledge of the EYFS curriculum • To understand a range of assessment techniques for tracking pupil progress
<p>Professional Attributes</p>	<ul style="list-style-type: none"> • Live out and convey our Christian vision and values in all interactions, behaviours and communications with colleagues and all stakeholders. • Communicate effectively and sensitively with children, colleagues, parents and carers at all times. • Seek to improve their own knowledge and practice including responding to advice and feedback. • Ability to effectively support and direct colleagues. • A flexible approach in response to the demands in a busy Primary School • Demonstrate emotional resilience • Able to work calmly and with patience • Self-motivated and able to use own initiative 	<ul style="list-style-type: none"> • Ability to lead clubs, enrichment or curriculum activities linked to a specialist subject
<p>Additional factors</p>	<ul style="list-style-type: none"> • Good time keeping and attendance record • Understanding and respecting confidentiality • Commitment to contributing to wider school curriculum e.g. delivering after school club activities and attendance at whole-school events 	<ul style="list-style-type: none"> • Desire to work in the teaching profession • Desire to specialise in supporting children with SEND