GOSDEN HOUSE SCHOOL

PERSON & JOB SPECIFICATION

Higher Learning Teacher Assistant (HLTA)

Qualifications

- HLTA status or equivalent qualification
- GCSE grade 4 or above in English and Maths.

Experience and Interests

- Minimum 3 years' experience working with children with SEN, ideally in a secondary or special school setting.
- Strong understanding of child development, SEN strategies, and safeguarding procedures.
- Ability to lead learning activities and manage behaviour effectively.
- Excellent communication and teamwork skills.
- Experience leading small group or classroom sessions
- Familiarity with B-squared, CPOMS and Evisense (or similar systems)

Professional Qualities

- Excellent written and spoken English
- IT literate.
- Ability to liaise directly with parents
- Proficient in planning and delivering personalised learning activities.
- Able to follow instructions and use initiative in order to carry the role.
- Commitment to the development and maintenance of good relationships with staff, parents, pupils, governors and the community.
- Demonstrates flexibility appropriate to circumstances.
- Communicates enthusiasm and energy.
- Commitment to the safety and wellbeing of children and young people

Skills & Aptitudes

- Ability to work individually or as part of a team.
- Good communication skills.
- Ability to form appropriate, respectful relationships with children and young people.
- Ability to plan and prioritise regular and irregular tasks.
- Ability to clarify and explain instructions to pupils.
- Ability to maintain records and pupil files.
- Personal care support