

Hadleigh Community Primary School



Person Specification HLTA

Aspect	Requirement	Essential	Desirable
Qualification	Good grades at GCSE (Maths/English)	x	
	HLTA Qualification		x
	As a minimum, 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)	x	
Experience	Experience of working with children in a primary school setting	x	
	Experience of planning and leading teaching and learning activities (under supervision)		x
Knowledge & understanding	Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils	x	
	Understanding of how all pupils learn including those with SEN	x	
	In depth knowledge of best practice in teaching and learning, including the use of IT to support pupil achievement	x	
Abilities & skills	Demonstrable ability to manage change effectively		x
	Ability to use pupil assessment in order to set aspirational and challenging targets	x	
	Ability to develop an ethos and structure for managing behaviour which enables pupils to become independent and self-managing in the classroom.	x	
	Ability to work effectively as part of the school team and with governors, trustees, pupils and parents/carers.	x	
	Ability to prioritise	x	
	Excellent communication skills (written, oral and presentation skills)	x	
	Excellent interpersonal skills	x	
	Excellent self-awareness and ability to manage own workload	x	
	Willingness to learn from others and both seek and take advice	x	
Equality	Ability to integrate equality policies into action	x	
Safeguarding	Ability to develop an appropriate environment which ensures the safety of all users	x	
Other requirements	Resilience, the ability to work under pressure and to meet deadlines	x	
	Enjoyment and passion for working with children	x	
	A commitment to Hadleigh CPS vision, values and ethos	x	

Hadleigh Community Primary School is committed to safeguarding and promoting the welfare of its pupils and expects all employees and volunteers to share this commitment. This post is subject to an enhanced DBS check and background identity checks.