**Person Specification Form**

**Post Title - Higher Level Teaching Assistant**

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| **Personal Attributes required (on the basis of the job description)** | **Essential (E) or Desirable (D)** | **To be identified by: (eg application form, interview, reference etc)** |
| **Qualifications:** Recognised and relevant NVQ Level 3 qualification or equivalent. NVQ level 4 qualification or equivalent Level 2 or equivalent qualification in English/Literacy and Mathematics/NumeracyGCSE grade C/4 or equivalent in English and MathsQualified as HLTA | EEED | AAAA |
| **Experience:** Experience of working with children in upper KS2 Experience of working as a class TAExperience of working with small groups Experience of occasionally covering a class Experience of working with parents of pupils with additional needs Experience of working with children with English as an Additional Language Proven ability and experience in excellent behaviour management, including children with challenging behaviour | EEEEEDE | A,R, IA, IA, IA,IA,IA,IA,I |
| **Knowledge/skills/abilities:** Knowledge and skills relevant to the Y6 curriculum eg Y6 maths, spelling & grammarAbility to operate at a level of understanding and competence equivalent to NVQ Level 4 standard Ability to relate well to children Ability to work as part of a team Good communication skills, oral and written Ability to relate well to parents/carers Ability to supervise and assist pupils Good time management skills and organisational skills Knowledge of classroom roles and responsibilities Knowledge of the concept of confidentiality Knowledge of basic safeguarding in the classroomAbility to make effective use of ICT Ability to assess children’s development Ability to plan and deliver work programmes independently Ability to build good relationships with other staff including teachers and senior leadersFlexible attitude to work Knowledge/experience of pupils with SEND | EEEEEEEEEEEEEEEEE | A,IA,IA,IA,IA,IA,IA,IIIIIA,IA,IA,IA,I,RIA,I |
| **Other:** Commitment to undertake in –service development Commitment to safeguarding and protecting the welfare of children and young people Satisfactory attendance record/commitment to regular attendance at workFully uphold and support the school’s Christian ethos (NB It is not essential to provide a faith reference on the application form.) | EEEE | IIA,R,IA,R, I |