**HLTA Person Specification**

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| **Post** | HLTA |
| **Date Prepared** | June 2021 |

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|  | Essential | Desirable | Evidence |
| Qualifications |  |  |  |
| Educated to GCSE A-C English and Maths or equivalent | x |  | Application letter and interview |
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| Experience |  |  |  |
| Teaching in a classroom environment | x |  | Application letter, interview and references |
| General understanding of the National Curriculum and other basic learning programmes/strategies | x |  |
| Basic understanding of child development and learning | x |  |
| Philosophy |  |  |  |
| Commitment to the aims of the Organisation | x |  | Application letter and interview |
| Commitment to self-evaluation and continuous improvement and commitment to sharing best practice | X |  |
| Understanding of relevant policies of practice and awareness of relevant legislation | X |  |
| Skills, attributes and personal qualities |  |  |  |
| Good written and verbal communication skills: able to communicate effectively with all children, young people, families and carers | X |  | Application letter and interview |
| Good understanding of child/young person’s development and learning processes. | X |  |
| Understanding of individual children and young peoples’ needs | X |  |
| Demonstrable interpersonal skills | X |  |
| Ability to work successfully in a team | X |  | Application letter and interview |
| Confidentiality | X |  |
| Ability to build and work as part as an effective team | X |  |
| Excellent written and communication skills | X |  |
| Ability to see tasks through to a successful conclusion | X |  |
| Ability to reflect on own performance and adapt working practice if and when required | X |  |
| Enhanced DBS clearance | X |  |
| Personal attributes to include: being patient, sense of humour, enthusiastic, flexible, integrity and honesty | X |  |