



## PERSON SPECIFICATION



### JOB TITLE: Higher Level Teaching Assistant (HLTA)

Essential upon appointment	Desirable on appointment (if not attained, development may be provided for successful candidate)
<b>Knowledge</b> <ul style="list-style-type: none"> <li>• Good understanding of child/young people's development and learning processes</li> <li>• Understanding of individual children and young peoples' needs</li> <li>• An understanding that children / young people have differing needs and knowledge of inclusive practice</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of Behaviour Management techniques</li> <li>• Knowledge of Child Protection and Health &amp; Safety legislations and procedures</li> </ul>
<b>Experience</b> <ul style="list-style-type: none"> <li>• Significant experience of working with children in an education setting</li> </ul>	<ul style="list-style-type: none"> <li>• Line Management/supervisory experience</li> <li>• Experience of delivering evidence based interventions that accelerate learning</li> <li>• Experience in a relevant specialism e.g. Art/Music/Sport</li> </ul>
<b>Occupational Skills</b> <ul style="list-style-type: none"> <li>• Demonstrable ICT skills and ability to use them as part of the learning process, or, the ability to develop ICT skills in a reasonable timeframe</li> <li>• Good written and verbal communication skills: able to communicate effectively and build good relationships with all teachers, children, young people, families and carers</li> </ul>	
<b>Qualifications</b> <ul style="list-style-type: none"> <li>• Level 2 numeracy &amp; literacy qualification or equivalent</li> <li>• HLTA status or QTS **</li> </ul> <p>** It is essential that Higher Level Teaching Assistants are assessed against and meet the HLTA standards, or have Qualified Teacher Status to enable them to deliver teaching and learning activities to a whole class</p>	<ul style="list-style-type: none"> <li>• Appropriate first aid training</li> <li>• Relevant NVQ level 4 or foundation degree</li> </ul>
<b>Personal Qualities</b> <ul style="list-style-type: none"> <li>• Demonstrable interpersonal skills</li> <li>• Ability to work successfully in a team</li> <li>• Able to exercise discretion and judgement</li> <li>• Confidentiality</li> <li>• Flexibility</li> </ul>	<ul style="list-style-type: none"> <li>• Creativity</li> </ul>

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<p><b>Other Requirements</b></p> <ul style="list-style-type: none"> <li>• Enhanced DBS clearance</li> <li>• To be committed to the school's policies and ethos</li> <li>• To be committed to Continuing Professional Development</li> <li>• Motivation to work with children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>• Emotional resilience in working with challenging behaviours and attitudes</li> <li>• Ability to use authority and maintaining discipline</li> <li>• The ability to converse at ease and provide advice in accurate spoken English is essential for the post</li> </ul>	