Bishop Chadwick
Catholic Education Trust

CHILDREN AND YOUNG PEOPLE DIRECTORATE

PERSON SPECIFICATION

POST TITLE: Teaching Assistant Level 4 (Supporting and Delivering Learning)

GRADE: SCP12

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	• NVQ 3 or equivalent qualification or experience in relevant discipline • HLTA status or working towards HLTA status	• Evidence of further training/Development • First Aid qualification	• Application form • Certificates • Interview
Work Experience	• Substantial experience in a support environment relevant to the post • Experience of supervising staff • Experience of planning lessons	• Experience of working with Special Needs	• Application form • Interview • References
Knowledge/ Skills/ Aptitudes	• Effective use of ICT to support learning • Use of other technology equipment – PC, video, photocopier etc • In-depth understanding of relevant polices/codes of practice and awareness of relevant legislation • In-depth understanding of national/foundation stage curriculum and other basic learning programmes/strategies • Understanding of child development and learning • Ability to self-evaluate learning needs and actively seek learning opportunities • Ability to relate well to children and adults • Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these • Excellent numeracy/literacy skills • Training in the relevant learning strategies e.g. literacy		• Interview • References
Disposition	• Ability to relate well to children and adults • Committed to the principals of equality and diversity • Flexible approach to work		• Interview • References
Circumstances			