



Higher Level Teaching Assistant : Person Specification

ATTRIBUTES	ESSENTIAL CRITERIA	DESIRABLE
QUALIFICATIONS	<ul style="list-style-type: none"> • Meet Higher Level Teaching Assistant standards or equivalent qualification or experience • Excellent numeracy/literacy skills – equivalent to NVQ Level 4 in English and maths • Training in relevant learning strategies e.g. phonics • Specialist skills/training in curriculum or learning area e.g. bi-lingual, sign language, ICT 	<ul style="list-style-type: none"> • HLTA Qualification or other relevant qualification.
EXPERIENCE	<ul style="list-style-type: none"> • Experience of working with children of relevant age in classroom or learning environment. • Experience of working/supporting in a classroom environment. • Experience of taking responsibility for the class e.g. as cover supervisor to cover a teacher's absence. 	<ul style="list-style-type: none"> • Experience of HLTA role
SKILLS AND KNOWLEDGE	<ul style="list-style-type: none"> • Good numeracy and literacy skills • Awareness of the importance of safeguarding children and statutory Keeping Children Safe in Education documentation • Ability to support the teacher in providing a specific differentiated curriculum • Understanding of the relevant policies/codes of practice and awareness of relevant legislation including health & safety • Can use ICT effectively to support learning • Full working knowledge of relevant polices/codes of practice/legislation • Working knowledge and experience of implementing national/foundation stage curriculum and other relevant learning programmes/strategies • Good understanding of child development and learning processes • Understanding of statutory frameworks relating to teaching • Constantly improve own practice/knowledge through self-evaluation and learning from others 	<ul style="list-style-type: none"> • First Aid qualification/training as appropriate • Knowledge of KS1 National Curriculum for English and maths

<p>PERSONAL QUALITIES AND ABILITIES</p>	<ul style="list-style-type: none"> • Sympathy with aims/practices in line with our ethos • An understanding of the need for confidentiality • Ability to work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these • Willingness to undertake job-specific training as appropriate • Ability to self-evaluate learning needs and actively seek learning opportunities • Ability to relate well to children and adults, showing warmth and empathy • Show enthusiasm and set high expectations which inspire and challenge pupils. 	
<p>GENERAL RESPONSIBILITIES</p>	<ul style="list-style-type: none"> • Attending TA meetings and undertaking staff training as appropriate • Participate fully in staff appraisal 	