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| Person specification: Higher Level Teaching Assistant |

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|  | **Essential** | | **Desirable** |
| **Qualifications and training** | * Minimum of GCSE Grade 5 in English and Math’s * NVQ Level 3 or equivalent Level 3 qualification * Experience of working in a classroom within a primary school * Experience of class cover | | * Knowledge and understanding of procedures and policies around confidentiality, data protection and sharing of information * Graduate degree * First Aid qualification * Evidence of further CPD/study |
|  | The successful candidate will be able to meet the attributes of the Trusts Values: | | |
| **AET Trust values** | **Aspiration**   * Inclusive and respectful to all our colleagues * Keen to keep developing and receptive to change * Reflective and learn from mistakes * Solution focused | **Believe**   * Passionate and have a positive outlook * Confident to share their opinions and ideas and value those of others | **Community**   * Considerate of all * Welcoming * Adaptable * Understanding of the needs of the wider community * Look after our own and each other’s well being |

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|  | **Essential** | | **Desirable** |
| **Knowledge, Experience, Skills and Competency** | * Strong classroom presence * Ability to deal confidentially, impartially and appropriately with situations. * Patience, tolerance and sensitivity * Good interpersonal skills and the ability to establish rapport with professional colleagues, students and parents. * Efficient and meticulous in organisation. * A strong desire to develop skills and knowledge through CPD. * Evidence of exemplary attendance and punctuality. * Commitment to the highest standards of child protection. * Recognition of the importance of personal responsibility for Health and Safety. * Ability to support the teacher in planning, delivering and evaluating learning activities to ensure effective teaching and learning. Ability to give feedback in a constructive manner. * Ability to keep children and young people safe during day-to-day work activities. Ability to assess the balance between safety and risk, challenge and protection and adjust own behaviour accordingly. * Ability to praise and encourage children/young people according to their age, needs and abilities. Ability to deal sensitively with challenging behaviour (in line with setting/school policy and procedures). Act as a role model for positive behaviour. * Ability to interact and respond positively to children, young people and adults. Ability to establish and maintain rapport with pupils. Ability to demonstrate verbal and non-verbal communication skills when dealing with children, colleagues, parents, carers, families and other practitioners. | * Ability to become an effective member of staff. Ability to work effectively with colleagues and other practitioners. Ability to take an active role in developing own skills and expertise. * Ability to help pupils, under the direction of the teacher, to participate in whole class, group and individual literacy and numeracy learning activities. * Ability to operate ICT resources safely and effectively as a learning resource. * Ability to encourage and support pupils in using ICT during learning activities and feedback on their progress and response. * Value people equally, supporting an inclusive ethos. * Ability to listen and observe children/young people and share observational findings effectively. | * Ability to identify the purpose of learning displays and devise design and content accordingly. Ability to create the display with due regard for safety and future maintenance, and to evaluate its effectiveness. * Experience of delivering sequences of lessons to classes. * Experience of providing feedback, both verbal and written. * Experience of supporting NVQ teaching assistant students, work experience students and volunteers. |