



PERSON SPECIFICATION – HLTA SEN Area Resource Base

Person Specification	Essential	Desirable	Recruiting Method
Education and Training	Good levels of literacy and numeracy Qualified to NVQ level 2 or equivalent in a relevant area	Qualified HLTA Completion of the DfES Induction for Teaching Assistants CLANSA or Cornwall Certificate in SEN	Application Certificates
Skills and Experience	Experience of working with children with SEND, in particular: Communication & Interaction/ASD Organisational skills Good communication skills Able to prioritise between different demands Able to work to deadlines Self-motivated, and able to work in a team	Experience of working with children in a school or similar environment Experience of working in a specialist provision	Application Interview Assessment
Specialist Knowledge and Skills	Knowledge of a particular area of the curriculum or children's needs (ie: Early Years, SMEH, ASD, Speech & Language, Literacy, Numeracy or ICT) Demonstrates an awareness, understanding and commitment to the protection and safeguarding of children and young people Demonstrates an awareness, understanding and commitment to equal opportunities	Knowledge of a range of issues relevant to education and child development	Application Interview Assessment
Behaviours and Values	Patience, Resilience, Flexibility, Kind, Calm and Empathetic Able to prioritise between different demands and to work to deadlines Ability to liaise and communicate effectively and appropriately with parents and specialists Effective team player Trust and Integrity	Ability to show initiative Ability to identify own professional development needs and be willing to act upon them Confident user of ICT	Application Interview Assessment

The Trust is committed to safeguarding, promoting the welfare of children and to ensuring a culture of valuing diversity and ensuring equality of opportunities.