



HLTA Person Specification 2025

		Essential	Desirable
QUALIFICATIONS	Completed HLTA qualification		✓
	Desire to complete HLTA qualification alongside role (<i>this will be in the candidates own time</i>)	✓	
EXPERIENCE	Experience of promoting positive behaviour, conducive to learning, which is focussed on raising standards	✓	
	Experience of developing positive relationships with teachers and other teaching assistants	✓	
	Experience of taking responsibility for the co-ordination and oversight of support staff and volunteers allocated to work in the class		✓
	Experience of shadowing leading a subject or a passion to do so	✓	
	Being responsible for running groups and intervention groups focused on improving pupil outcomes	✓	
KNOWLEDGE AND UNDERSTANDING	Good understanding of what constitutes quality and high standards in learning and teaching	✓	
	Understanding of effective pedagogies that promote high levels of progress and learning	✓	
	Good understanding of and commitment to, safeguarding	✓	
	Good understanding of the role of parents and the community in school	✓	
	Assessment and how it informs future teaching	✓	
COMMUNICATION	Ability to communicate effectively in verbal and written forms	✓	
	Ability to develop good professional relationships within a team, making an effective contribution to high morale	✓	
	Someone who is prepared to liaise closely with colleagues listening to feedback and being proactive in their own development	✓	
JOB RELATED SKILLS AND APTITUDES	Ability to create a happy and challenging learning environment in which to motivate and inspire pupils	✓	
	Ability to use effectively use teaching and organisational styles and resources, including IT, to engage and challenge pupils of all abilities	✓	
	Ability to target support and intervention, matched to the needs of pupils	✓	
	Become involved in wider school life	✓	
PERSONAL QUALITIES	Flexible approach, adaptable to changing circumstances and new ideas	✓	
	Proactive and enthusiastic	✓	
	Warmth, care and sensitivity in dealing with children	✓	
	Commitment to own professional development and ability to reflect upon experience	✓	