



Learn. Grow. Achieve. Flourish

ST MARY'S CE PRIMARY SCHOOL
PERSON SPECIFICATION: TEACHING ASSISTANT

Key Criteria	Essential	Desirable
Qualifications And Training	Strong academic record including maths and written English GCSE Grade C (or equivalent). (Please include this information on your application). Numerate. Training or experience in appropriate areas, e.g. - Teaching early reading - EYFS department - SEND department - Primary national curriculum	NVQ Level 3 teaching assistance or equivalent qualification or experience. Achieved or working towards Higher Level Teaching Assistant standard. First aid training. Fluency in another community language.
Competence Summary (Knowledge, abilities, skills, experience)	Experience of supporting children within the EYFS, Key Stage 1 or Key Stage 2 departments in a school/nursery setting. Able to plan and deal with conflicting priorities in organising own work schedule. Able to use school ICT systems to support learning and perform a range of administrative tasks. Able to use other equipment, e.g. video recorder, photocopier and relevant specialist equipment. Able to undertake a range of administrative procedures to support the teacher. Able to relate to and communicate well with children and adults, motivate pupils to learn, clarify and explain instructions to pupils and respond sensitively and flexibly to competing demands. Able to deliver educational work programmes, evaluate and implement strategies to enhance learning.	Teaching and supporting children with SEND. Good working knowledge of child development and learning processes, relevant policies/codes of practice, national curriculum, relevant learning programmes/strategies and awareness of relevant legislation. Able to prepare/display relevant resources/materials for teaching and learning activities. Able to assist with the organisation of the learning environment.
Work-related Personal Requirements	Knowledge of safeguarding and promoting the welfare of children. Supportive of the Christian ethos of the school. Able to work with pupils within the school's agreed behaviour management policy. Confidentiality and sensitivity. Enthusiastic and enjoy working with children. Hardworking, flexible and motivated. Team player and excellent interpersonal skills. Committed to equality of opportunity. Able to demonstrate relevant practical skills for resource preparation. Confident to take the initiative.	Able and competent to supervise whole classes. Ability and experience of communicating with parents within school or nursery context. Skills and interests that could help enrich children's learning e.g. Modern foreign language, cooking, gardening, playing a musical instrument, leading choir, leading a club etc.
Other Work Requirements	Able to identify own training needs and actively seek learning opportunities, share knowledge with others, support their development and participate in training and development activities. Ability to undertake lunchtime duties.	Comfortable with managing the personal care of children, including changing of soiled or wet clothing. Driving licence - able to drive a minibus.