###### PERSON SPECIFICATION

**Job Title:** Teaching Assistant

 **(Section / Unit if known)**

**Reporting To:** SENCO / Classroom Teacher

**Method of Assessment (M.O.A.):** AF = Application Form

I = Interview

T = Test or Exercise

P = Planned Activity

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| **CRITERIA** | * 1. **ESSENTIAL**
 | **M.O.A.** |
| **EXPERIENCE** | Working with or caring for children of relevant age. | AF/I |
| **QUALIFICATIONS / TRAINING** | Good numeracy/literacy skills.Participate in development and training opportunities.NVQ 2/3 for Teaching Assistants or equivalent qualification or willingness to work towards a relevant qualification.Training in the relevant learning strategies e.g. literacy | AF/IAF/IAF/IAF/I |
| **KNOWLEDGE / SKILLS**  | Good communication skills.Ability to use ICT effectively to support learningAn understanding of relevant policies/codes of practice and awareness of relevant legislationA general understanding of national learning programmes/strategiesA basic understanding of principles of child development and learning processesAbility to self-evaluate learning needs and actively seek learning opportunitiesAbility to relate well to children and adults.Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within theseAbility to comply with policies and procedures relating to child protection, health, safety and security, confidentiality, data protection and equal opportunities  | AF/IAF/IAF/IAF/IAF/IAF/IAF/IAF/IAF/I |

**Date reviewed**: October 2018