

**Person Specification for post of:
Teaching Assistant – Level 1**

Minimum Essential	Method of Assessment
Skills /Knowledge	
Ability to relate well to children and adults	Interview
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	Interview
Use basic technology – computer, video, photocopier	Interview
Has speaking and listening skills to extend language in discussion	Interview
Can manage the behaviour of pupils in a reasonable manner	Application Form, Interview
Has a caring positive attitude towards pupils welfare	Interview
Has an awareness of pupils with special educational needs	interview
Can maintain trust and confidentiality where appropriate	Interview
Can assist the school in forming a partnership with parents	Application Form, Interview
Has sufficient practical and organisational skills to contribute to the preparation and management of educational resources	Application Form, Interview
Appropriate knowledge of first aid	Interview

Can complete and maintain pupils records	Interview
Experience, qualifications, and training (if any)	
First aid training as appropriate	Application Form
Working with or caring for children of relevant age	Application Form, Interview
Good numeracy/literacy skills	Application Form, Interview
Work related circumstances	
Can allocate some contractual time to after school staff meetings when appropriate	Application Form, Interview
Can allocate some contractual time to the whole of, or part of, staff training days when appropriate	Application Form, Interview
Can maintain personal presentation that sets high standards for the pupils	Application Form, Interview
Can work within the spirit of City Council and School Policies to do with Equal opportunities, Child Protection, Health & Safety, Finance, Smoking etc.	Application Form, Interview