



Executive Head MR STEVE HUGHES  
Perry Common Road, Erdington, Birmingham, B23 7AT

## PERSON SPECIFICATION

**Job Title:** Teaching Assistant

**Grade:** Level 2

**Allowance:** SEN

### Method of Assessment (MOA)

I = Interview T = Test or Exercise P = Presentation

CRITERIA	ESSENTIAL	M.O.A.
<b>EXPERIENCE</b> (Relevant work and other experience)	Experience of working with children Some experience of supporting children in Literacy, Numeracy and working with SEN groups and individuals Some experience of using ICT effectively Knowledge of policies and codes of practice/legislation	AF/I AF/I AF/I AF/I
<b>SKILLS AND ABILITIES</b> (Eg Written communication skills, dealing with the public)	A good understanding of child development and learning processes The ability to follow instructions from the teacher and also be able to work independently To make effective contributions to the team as appropriate The experience of and the ability to deal positively with children and parents The ability to manage behaviour effectively The ability to implement assessment for learning under the guidance of the teacher Show initiative and work independently Patience, empathy, and a genuine passion for supporting children's development.	AF/I AF/I AF/I AF/I AF/I AF/I AF/I AF/I
<b>TRAINING</b>	Interest in own personal development and willingness to undertake relevant training Able to adhere to guideline and protocols generated to ensure consistency across school Basic knowledge of first aid and medical procedures is an advantage.	AF/I AF/I AF/I
<b>EDUCATION/QUALIFICATIONS</b>  NB Full regard must be paid to overseas qualifications	NVQ Level 2 qualification Good numeracy and literacy skills Good ICT skills	AF/I AF/I AF/I
<b>OTHER</b>	A flexible and positive attitude Competent and organised Dedicated and Encouraging Enjoy working with children	AF/I AF/I AF/I