



## 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>                            | <p>Experience of working with children and/or young people.</p> <p>Some experience of supporting children or young people with Literacy and Numeracy and working with SEND groups and/or individuals.</p> <p>Experience of using ICT effectively.</p> <p>Knowledge and understanding of relevant policies, codes of practice and legislation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p>                                     |
| <b>SKILLS AND ABILITIES</b>                  | <p>A good understanding of child development and learning processes.</p> <p>Ability to follow instructions and work under the direction of the teacher, whilst also using initiative and working independently when appropriate.</p> <p>Ability to work effectively as part of a team and make a positive contribution.</p> <p>Ability to communicate and work positively with children and young people, parents/carers, colleagues and other professionals.</p> <p>Ability to support and manage pupil behaviour effectively and positively.</p> <p>Ability to implement assessment for learning under the guidance of the teacher.</p> <p>Ability to work within and apply school and Trust policies and procedures, including Behaviour Management, Safeguarding, Health and Safety and Equal Opportunities.</p> <p>Ability to demonstrate patience and empathy and a positive commitment to supporting the development and wellbeing of children and young people.</p> | <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> <p>AF/I</p> |
| <b>TRAINING AND PROFESSIONAL DEVELOPMENT</b> | <p>A commitment to own professional development and a willingness to undertake relevant training and development opportunities.</p> <p>Willingness and ability to adhere to school guidelines, procedures and protocols to ensure consistency of practice across the school.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>AF/I</p> <p>AF/I</p>                                                                         |



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|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|
|                                 | Willingness to undertake relevant professional development, including the Trust's internal Assistant Teacher Development Programme where appropriate.                                                                                                                              | AF/I                                 |
|                                 | Basic knowledge of first aid and medical procedures                                                                                                                                                                                                                                | AF/I                                 |
| <b>EDUCATION/QUALIFICATIONS</b> | Good numeracy and literacy skills<br>Good ICT skills<br>Willingness to undertake relevant professional development, including the Trust's internal Assistant Teacher Development Programme where appropriate                                                                       | AF/I<br>AF/I<br>AF/I                 |
| <b>PERSONAL QUALITIES</b>       | A flexible and positive attitude.<br>Competent and organised.<br>Patient, reliable and punctual.<br>Dedicated and encouraging in supporting children and young people.<br>A positive and inclusive approach to working with children and young people with a range of needs.       | AF/I<br>AF/I<br>AF/I<br>AF/I<br>AF/I |
| <b>SAFEGUARDING</b>             | Commitment to safeguarding and promoting the welfare of children and young people.<br>An Enhanced DBS check is essential.<br>This post is covered by Part 7 of the Immigration Act 2016 and therefore the ability to speak fluent English is an essential requirement of the role. | AF/I<br><br>AF/I<br>AF/I             |