**Person Specification for post of:**

**Senior Teaching Assistant – Level 3**

**Senior Teaching Assistant – Level 3 (Cover)**

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| Minimum Essential | Method of Assessment |
| Skills /Knowledge |  |
| Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation | Application Form, Interview |
| Working knowledge of national/foundation stage curriculum and other relevant learning programmes/strategies | Interview |
| Understanding of principles of child development and learning processes | Interview |
| Ability to self-evaluate learning needs and actively seek learning opportunities | Interview |
| 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 |
| Can use ICT effectively to support learning | Interview |
| Use of other equipment technology – video, photocopier | Interview |
| Has sound speaking and listening skills to extend language in discussion | Interview |
| Can plan, implement and evaluate learning activities | Interview |
| Has experience of pupil assessment | 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 |
| Can complete and maintain pupils records | Interview |
| **Experience, qualifications, and training (if any)** |  |
| Appropriate qualification for Nursery setting (if working with early years) | Application Form |
| NVQ3 for Teaching Assistants or equivalent qualification or experience | Application Form |
| Training in the relevant strategies e.g. literacy and/or in particular curriculum or learning area e.g. bi-lingual, sign language, dyslexia, ICT, maths, English, CACHE etc. | Application Form |
| Appropriate first aid training | Application Form |
| Experience working with children of relevant age | 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 |