**Galley Common Infant School – Teaching Assistant Person Specification**

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| Attributes | Essential | Desirable |
| Experience | * Experience of working with reception aged children.
* Experience of Teaching Assistant work - working with individuals, groups and leading whole class teaching
* Have NVQ level 2 or an equivalent qualification that demonstrates knowledge, experience and skills
* Have NVQ level 3 or be working toward NVQ level 3, or have an equivalent qualification that demonstrates knowledge, experience and skills
* Understanding of school’s policies relevant to the support provided and how they relate to local and national frameworks
* Up to date understanding of level 2 and level 3 post
* Working with Special Educational Needs children on a 1:1 or small group basis
 | * Have been educated to at least CSE/GCSE/O-Level
* Experience of IT as a learning tool
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| Skills | * Be able to relate well to both children and adults
* Good communication, persuasion and negotiation skills
* Demonstrate empathy with pupils, especially those with learning difficulties
* Good listening skills
* Patience
* Ability to work effectively in a team
* Ability to take direction but be prepared to take initiative when required
* Ability to take responsibility for planning own work
* Ability to transfer theory and training into practice and demonstrate skills of problem solving drawing on relevant experience
* Knowledge of the Foundation Stage and Key Stage 1 curriculum
 | * Awareness of the SEND Code of Practice.
* Multi agency working
* First Aid
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| Qualities | * Be able to exercise initiative and independent action
* Be proactive in offering ideas
* Have natural authority
* Be sensitive to the needs of the children
* Be flexible and adaptable
* Demonstrate commitment to undertaking appropriate induction training and other short in-service training courses
* Demonstrate a commitment to own professional development and be willing to undertake other appropriate training , preferably leading to national standards awards
* Be trustworthy and discreet maintaining confidentiality
* Have a good sense of humour
* Have good interpersonal skills
* Be able to work sensitively with colleagues and a range of professionals and pupils
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