

# Lacey Green Primary Academy



## Person Specification: Teaching Assistant

	<i><b>Essential</b></i>	<i><b>Desirable</b></i>	<i><b>How Identified</b></i>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>NVQ level 3 or equivalent, e.g. BTEC National Diploma</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of recent training</li> <li>Paediatric First Aid</li> <li>Food hygiene Certificate</li> </ul>	Application Form
<b>Experience</b>	<ul style="list-style-type: none"> <li>Ability to support the implementation of strategies suggested by external advisors, e.g. speech and language therapist, sensory support team etc</li> <li>Experience of working closely with a class teacher.</li> <li>Ability to apply innovative strategies to further the child's engagement and learning</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with EYFS, KS2</li> <li>Experience of working with children with Special Educational Needs, especially with Autistic Spectrum Condition / ADHD</li> <li>Experience of working in a similar post</li> <li>Experience of supporting speech and language programmes developing social interaction and understanding</li> </ul>	Application Form  Letter of Application  Interview
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>Good literacy and numeracy skills</li> <li>Good organisational skills</li> <li>Skills and expertise in understanding the needs of all pupils</li> <li>Knowledge of how to help adapt and deliver support to meet individual needs</li> <li>Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils</li> <li>Excellent verbal communication skills</li> <li>Active listening skills</li> <li>The ability to remain calm in stressful situations</li> <li>Knowledge of guidance and requirements around safeguarding children</li> <li>Good ICT skills, particularly using ICT to support learning</li> </ul>		Application Form  Letter of Application  Interview
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>Commitment to maintaining confidentiality at all times</li> </ul>		Interview

	<ul style="list-style-type: none"> <li>• Be enthusiastic and have a good sense of humour</li> <li>• Be motivated to use your initiative and develop your own ideas and strategies.</li> <li>• Be committed to providing the very best learning opportunities for our children</li> <li>• Ability to work closely with others as a member of a team and be a reliable team player.</li> <li>• Commitment to high quality child protection</li> <li>• Be flexible, adaptable and willing to 'go with the flow'</li> </ul>		Letter of Application
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### ***IMPORTANT***

#### **THE REHABILITATION OF OFFENDERS ACT**

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job.

**YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE APPLICATION FORM.**

If successful, you will also be required to apply for a Criminal Record Check from the Criminal Records Bureau. The level of check required for this job is Enhanced Disclosure.