



# Person Specification



Closing Date: Wednesday 14<sup>th</sup> February 2024 9:00am

Post: Level 3 Teaching Assistant

	Essential	Desirable	Evidence
<b>Qualifications and Experience</b>	<p>Experience of working with children</p> <p>GCSE English and mathematics (grade C/5 or above) or equivalent</p> <p>Level 3 Early Years &amp; Childcare</p> <p><i>* list of acceptable level 3 qualifications are listed below</i></p>	<p>Experience of working with children in a school setting</p> <p>Qualification relating to working with children</p> <p>Experience of working with children who have special educational needs</p> <p>Experience of working with children with Autism</p> <p>Experience of supporting children within a small group</p> <p>Experience of adapting planning to suits individual's needs</p> <p>A level qualification or equivalent</p> <p>First-aid qualifications</p>	<p>Application Form</p> <p>Copies of certificates</p> <p>Letter of application</p>
<b>Knowledge, Understanding &amp; Skills</b>	<p>Challenge &amp; support all pupils to ensure they achieve their full potential</p> <p>Have high expectations of pupil behaviour</p> <p>Understand the importance of safeguarding</p> <p>Demonstrate the ability to learn and adapt from past experience</p> <p>Take advice and act upon it</p> <p>Fluent in standard English in both speaking and writing</p> <p>Basic IT skills</p> <p>Understanding of 'Keeping Children Safe in Education' as the role will be classed as regulated activity</p>	<p>Ability to contribute to the maintenance of pupils' records of progress / development</p> <p>Able to select and prepare teaching resources</p>	<p>Application form</p> <p>Letter of application</p> <p>Interview</p>
<b>Personal Skills and Qualities</b>	<p>Communicate effectively with pupils, parents &amp; colleagues</p> <p>Can work as part of a team</p> <p>Able to maintain confidentiality</p> <p>Self-evaluative, positive &amp; adaptable to changing circumstances &amp; new ideas</p> <p>Able to use initiative</p> <p>Possess good organisational skills</p> <p>patience</p>	<p>Sociable &amp; outgoing</p> <p>Takes an interest in and is willing to support school events</p> <p>Confident when responding to difficult situations</p> <p>Proactive in offering ideas</p>	<p>Application form</p> <p>Letter of application</p> <p>Interview</p>

Above all, you need to like children, want the very best for them and be prepared to put their needs first. You must recognise the importance of the whole child; be able to include all learners and support them to achieve high standards, within a creative, broad and innovative curriculum.

### Accepted level 3 qualification are:

- Advanced Certificate in Playgroup Practice
- APEL Work with Children Early Years and Playwork
- Bournemouth Montessori Centre Certificate Course
- BTEC Diploma in Childcare and Education
- BTEC in Caring Practice
- BTEC National Certificate in Caring Services Nursery Nursing
- BTEC National Certificate in Childhood Studies Nursery Nursing
- BTEC National Certificate in Childrens Care Learning and Development
- BTEC National Certificate in Early Years
- BTEC National Diploma in Caring Services Nursery Nursing
- BTEC National Diploma in Childcare and Education
- BTEC National Diploma in Childhood Studies Nursery Nursing
- BTEC National Diploma in Childrens Care Learning and Development
- BTEC National Diploma in Early Years
- BTEC National Diploma in Science Nursery Nursing
- Certificate in Caring for Children 07 years
- Certificate in Childminding Practice
- Certificate in Montessori Education for Qualified Nursery Nurses
- Certificate in Nursery Nursing
- Certificate in Playskills
- Certificate in Playwork
- Certificate in Work with Children
- Certificate in Work with Children
- Certificate in Work with Children Playwork
- Diploma in Child Care and Education
- Diploma in Homebased Childcare
- Diploma in Montessori Teaching
- Diploma in Nursery Nursing
- Diploma in Nursery Nursing integrated scheme
- Diploma in Nursery Nursing Modular scheme
- Diploma in Nursery Nursing Pilot Scheme
- Diploma in Playgroup Practice DPP
- Diploma in Playwork
- Diploma in PreSchool Practice DPP
- Diploma in PreSchool Practice DPP
- Diploma in Specialist Support for Teaching and Learning in Schools
- Diploma in Support Work in Schools
- Diploma of Higher Education in Early Childhood Studies
- Experienced Playleader Certificate
- HNC Child Care and Education
- Montessori Diploma
- Montessori Diploma
- National Diploma in Specialist Support in Teaching and Learning
- NCFE Advanced Certificate in Playwork
- NVQ or SVQ in Supporting Teaching and Learning in Schools
- NVQ Caring for Children and Young People
- NVQ or SVQ Early Years Care and Education
- NVQ or SVQ for Teaching Assistants
- NVQ or SVQ in Childcare and Education
- NVQ or SVQ in Playwork
- NVQ or SVQ in Children's Care, Learning and Development
- Progression Award in Early Years Care and Education mandatory units
- Diploma in Nursery Nursing (NNEB)
- Diploma for the Children and Young People's Workforce (Early Learning and Childcare)
- Diploma in Playwork (NVQ)
- Certificate for Teaching Assistants
- Certificate in Support Work in Schools
- "Certificate of Higher Education in:
  - Early Years
  - Early Years Practice
  - Early Childhood Studies
  - Childcare
  - Playwork"
- Higher Level Teaching Assistant Status (HLTA)
- "Higher National Certificate in:
  - Early years
  - Early Years Practice
  - Early Childhood Studies
  - Childcare
  - Playwork"