

## SEN TEACHING ASSISTANT: PERSON SPECIFICATION

Essential	Desirable	Evidence
<b>Qualifications and experience:</b>		
<ul style="list-style-type: none"> <li>GCSE English and Maths grades A-C or equivalent.</li> <li>Experience of working with children/young people.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working in a school or similar establishment.</li> <li>First aid qualification or willingness to gain one.</li> </ul>	Application form Letter of application References Interviews Certificate/s (to be available at interview)
<b>Knowledge and skills:</b>		
<ul style="list-style-type: none"> <li>Ability to build and form good relationships with students, parents/carers and colleagues.</li> <li>Good verbal and written communication skills appropriate to the need to communicate effectively with colleagues, students, parents/carers and other professionals.</li> <li>Ability to work constructively as part of a team, understanding school roles and responsibilities including own.</li> <li>Good standard of numeracy and literacy skills.</li> <li>Ability to use range of ICT packages and equipment effectively.</li> <li>Ability to absorb and understand a wide range of information.</li> </ul>	<ul style="list-style-type: none"> <li>Working knowledge of behaviour management strategies.</li> <li>Knowledge of an additional language.</li> <li>Basic understanding of child development and learning principles.</li> <li>Working knowledge of relevant policies and procedures, and awareness of relevant legislation.</li> <li>Working knowledge of national requirements regarding curriculum delivery and other learning programmes/strategies.</li> </ul>	Application form Letter of application References Interviews
<b>Personal qualities:</b>		
<ul style="list-style-type: none"> <li>A diplomatic and patient approach.</li> <li>Able to appropriately deal with confidential information/situations.</li> <li>Able to follow direction from line manager.</li> <li>Ability to show initiative and to prioritise one's own work and meet required deadlines.</li> <li>Efficient and meticulous in organisation.</li> <li>Desire to enhance and develop skills and knowledge through CPD.</li> <li>Commitment to the highest standards of child protection and safeguarding.</li> <li>Recognition of the importance of personal responsibility for health and safety.</li> <li>Commitment to the school's ethos, aims and its whole community.</li> </ul>		Application form Letter of application References Interviews