

Trinity School

PERSON SPECIFICATION AND ASSESSMENT

DEPARTMENT: Education

DEPARTMENT: Trinity School

JOB TITLE: Classroom Assistant GRADE: 4

Person Specification	Tick Requirements as Essential or Desirable		Assessment – Fully, Partially or not met Essential / Desirable		Method of Assessment	Evidence to support Assessment against Specification
EXPERIENCE						
1.1 Of working with individuals with special educational needs or disabilities in a mainstream / SEN setting.	√					
1.2 Of working with individuals who have communication difficulties/disabilities and may communicate their needs by physical means.	√					
1.3 Of contributing to individual's records and annual reviews.		√				
2. SPECIAL ABILITIES						
2.1 Ability to follow a written/verbal instruction.	√					
2.2 Ability to be able to record clear and precise observations on students orally or by classroom completing check lists etc.	√					
2.3 Ability to work positively and supportively with students/pupils with complex and learning difficulties	√					

2.4 Ability to develop good, collaborative working relationships with colleagues.	√					
2.5 Demonstrates an understanding or empathy for students with special education needs	√					
2.6 Potential for training in the administration of enhanced medical care and support and the administration of such skills within the context of daily school routines	√					
2.7 To be committed to providing a safe and secure service to the children of the school and to put duty of care for the children above all other considerations.	√					

3. OTHER JOB SPECIFIC REQUIREMENTS						
3.1 Commitment to the Council's Equal Opportunities Policy And acceptance of their responsibility for its practical application.	√					
3.2 Good attendance and timekeeping record.	√					
3.3 Recent first aid qualifications.		√				
3.4 Ability to deal with students basic and intimate health & hygiene needs.	√					
3.6 Willingness/skills to assist in classroom administration duties and preparation of resources.	√					

3.7 Ability to follow verbal and written directions on activities relating to the students.	√					
3.8 Ability to work as a member of a team.	√					
3.9 Ability and willingness to respond quickly to the changing needs of the children and school on a short and long term basis by being a flexible worker.	√					
3.10 Ability to work in line with school policies and meet school / national standards.	√					
3.11 Ability and willingness to undertake water based teaching activities in the water of school swimming pool.	√					
4. EDUCATION AND TRAINING						
4.1 Ability to demonstrate good literacy skills and write clearly and accurately in order that meaning is understood and conveyed.	√					
4.2 Evidence of further training or experience in a related field.	√					
4.3 Willingness to participate in Training, Professional Development Opportunities.	√					
4.4 Ability to participate in supervision / target setting	√					
4.5 Evidence of education/training to the minimum standard of NVQ2/GCSEs in Maths and English	√					

<p>Grade A to C or new level 4-9.</p> <p>5. DISQUALIFYING FACTORS</p> <p>Indication of sexist, racist, and anti-disability attitudes or any other attitudes inconsistent with either the Council's Equal Opportunities Policy or the School's Safeguarding Children Safe Recruitment Policy and Procedures.</p>						
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