

JOB SPECIFICATION – Level 2 Teaching Assistant

QUALIFICATIONS AND TRAINING	Essential/ Desirable
Level 2 qualification in Maths/numeracy and English/literacy	D
NVQ 2 for Teaching Assistants or equivalent qualification or experience	D
Knowledge of relevant emotional development and/or behaviour approaches	D
EXPERIENCE	
Experience working with and or caring for primary age children in an educational setting	E
Experience of supporting children with emotional difficulties	D
General understanding of national curriculum and other basic learning programmes/techniques	E
Basic understanding of child development and learning	D
Ability to relate well to children and adults	E
General awareness of inclusion, especially within a school setting	E
KNOWLEDGE AND UNDERSTANDING RELEVANT TO THE JOB	
Ability to provide support for pupils, including those with special needs, ensuring their safety and access to learning activities	E
Basic understanding of child development, emotional intelligence and learning	D
Ability to utilise strategies to support pupils in achieving learning goals	E
Understanding of or willingness to learn about behaviour as a form of communication, and ability to teach pro-social behaviours	E
Ability to undertake pupil record keeping as requested	E
Ability to provide support for structured and agreed learning activities/learning programmes, taking into consideration pupils learning styles	E
Understanding of how to support Literacy/Numeracy programmes, record achievements and progress and provide appropriate reports and feedback for the teacher	D
Awareness of procedures relating to child protection, health, safety and security, confidentiality and data protection	E
SKILLS AND ABILITIES : Ability to:	
Establish good working relationships with pupils, acting as a role model	E
Encourage pupils to interact with other and engage in activities led by the teacher	E
Maintain a calm, consistent, good-humoured and optimistic approach	E
Assist with the development and implementation of Individual Education Plans	E
Provide detailed and regular feedback to teachers on pupils' achievements and progress	E
Support the use of ICT in learning activities and develop pupils' competence and independence in its use	E
Work as part of a team, appreciating and supporting the role of other people in the team	E
Build and maintain successful relationships with pupils	E
Ability to improve your own practice	E