

## SCHOOL SUPPORT STAFF

### PERSON SPECIFICATION – TEACHING ASSISTANT

| Criteria                             | Essential                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Desirable                                                                                                                                                                                                                                         |
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| <b>Qualifications and Experience</b> | <ul style="list-style-type: none"> <li>✓ To have a good level of written and spoken English and Mathematics (GCSE Grade C and above or equivalent).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>✓ Basic IT Skills.</li> <li>✓ To have experience of working with children with special educational needs, including those with social, emotional and behavioural difficulties.</li> </ul>                  |
| <b>Abilities and Skills</b>          | <ul style="list-style-type: none"> <li>✓ The ability to work creatively and sensitively with children.</li> <li>✓ To be able to undertake tasks under direction.</li> <li>✓ To be able to follow initiative.</li> <li>✓ The ability to relate to children and young people in a positive and supportive manner.</li> <li>✓ The ability to maintain confidentiality inside and outside the workplace.</li> <li>✓ To have good verbal communication skills.</li> <li>✓ The ability to motivate children.</li> <li>✓ The ability to assist with organising the learning environment.</li> <li>✓ The ability to work collaboratively with other staff in the class and whole school setting.</li> </ul> | <ul style="list-style-type: none"> <li>✓ Valid driving licence.</li> <li>✓ An understanding of Health and Safety and Child Protection.</li> <li>✓ Additional qualifications/training relevant to the role ie PECS, Makaton, First Aid.</li> </ul> |
| <b>Attributes/Qualities</b>          | <ul style="list-style-type: none"> <li>✓ A positive interest in working with children with special educational needs.</li> <li>✓ Enjoy working as part of a team.</li> <li>✓ Patience.</li> <li>✓ Adaptability.</li> <li>✓ A sense of humour.</li> <li>✓ Imaginative.</li> <li>✓ Empathic.</li> <li>✓ Calm.</li> <li>✓ Resilient.</li> </ul>                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                   |