

## Foxwood TA1 - Person Specification

| Requirements                |   | Essential | Desirable | Proposed selection method* |
|-----------------------------|---|-----------|-----------|----------------------------|
| <b>Experience</b>           | • Experience of working with SEND children.   | *         |           | A                          |
|                             | • Working as part of a team.  |           | *         | A                          |
| <b>Qualifications</b>       | • To be educated to at least GCSE or above in Maths and English.  | *         |           | A                          |
|                             | • NVQ Level 2 for Teaching Assistants or equivalent qualifications<br>OR  |           | *         | A                          |
|                             | • Have 2 of the following qualifications – City and Guilds Learning support competencies<br>NFCE Special Needs Assistant/ OU Learning for All Level 2/ OU Specialist Teacher Assistant Certificate/ Certificate for Teaching Assistants Level 3 (CTA3). |           |           |                            |
| <b>Skills and Knowledge</b> | • Knowledge of how schools operate and the need for discretion and confidentiality.   | *         |           | A/I/R                      |
|                             | • Awareness of practices and procedures within education relating to the welfare and safeguarding of children.  | *         |           | A/I                        |
|                             | • Good interpersonal skills, able to communicate orally and in writing.   | *         |           | A/I                        |
|                             | • The ability to motivate young people.   | *         |           | I/R                        |
|                             | • Good organisational skills.   | *         |           | R                          |
|                             | • Understanding and value the role of parents and carers in supporting children.  | *         |           | R                          |
| <b>Personal Qualities</b>   | • Able to work as part of a team but also be a self-starter and be able to set personal goals.  | *         |           | I/R                        |
|                             | • The ability to get on well with pupils, to be an advocate for young people.   | *         |           | R                          |
| <b>Working Practices</b>    | • Be willing to undertake training to enhance service delivery and self-development.  | *         |           | A/I                        |
|                             | • Willingness to share information and expertise with other staff.  | *         |           | A/I                        |
|                             | • Undertake First Aid Training.   | *         |           | A/I                        |

A = Application

I = Interview

R = Reference