

SACRED HEART CATHOLIC PRIMARY SCHOOL
A VOLUNTARY ACADEMY
 VALLEY DRIVE, ILKLEY
 WEST YORKSHIRE LS29 8NL



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Acting Headteacher: Mrs A Rhodes

Jesus said, "I chose you, and appointed you to go and bear much fruit." (John 15:16)

PERSON SPECIFICATION

Job Title: Teaching Assistant

School: Sacred Heart Catholic Primary School, Ilkley

Criteria	Essential	Desirable	How identified
QUALIFICATIONS	X		Certificates
GCSE Maths and English grades A-C (or equivalent)			
Childcare Qualifications at Level 2 (or equivalent)		X	Certificates
Appropriate first aid training		X	Certificates
EXPERIENCE	X		Application & interview
Recent experience of working with children (childcare setting, education setting or equivalent).			
Experience of working with children who have special educational needs		X	Application & interview
Skills & Knowledge			
Use basic technology – computer, video, photocopier.	X		Application & interview
Ability to relate well to children and adults	X		Application, task & interview
Ability to work well as part of a team	X		Application & interview
Good understanding of child development and learning processes.	X		Interview & task
Behaviour management: Ability to manage behaviour of individuals and small groups.	X		Application form, interview & task

Good written and verbal communication skills and be able to communicate effectively and clearly with a range of staff, children, young people, their families and carers.	X		Application, interview & task
Personal qualities			
Demonstrable interpersonal skills.	X		Application & Interview
Ability to work successfully in a team.	X		Application & Interview
Confidentiality.	X		Application & Interview
Other requirements			
To be committed to the school's policies and ethos and keep yourself up to date with current best practice and perform your role within the legal, regulatory, ethical and social requirements set out in your area of work. You report any abuse, unfair discrimination or unprofessional practice, whether it affects colleagues, or yourself.	X		Application & Interview
To be committed to Continuing Professional Development and attend meetings/training outside of normal business hours. Motivation to work with children and young people.	X		Application & Interview
Ability to form and maintain appropriate relationships and personal boundaries with and young people	X		Application & Interview
Knowledge and compliance with policies and procedures relevant to child protection and health and safety	X		Application & Interview