

## Teaching Assistant (TA) Person Specification

EXPERIENCE/ DUTIES	ESSENTIAL	DESIRABLE
<b>Qualification / Experience</b>	<ul style="list-style-type: none"> <li>➤ A GCSE pass (A*-C) in Mathematics and English, or the equivalent.</li> <li>➤ NVQ Level 2 Teaching Assistant qualification.</li> <li>➤ Experience of working with children.</li> </ul>	<ul style="list-style-type: none"> <li>➤ NVQ Level 3 Teaching Assistant qualification or higher .</li> <li>➤ A relevant qualification in childcare and/or education.</li> <li>➤ Experience of working in a classroom setting/school setting.</li> </ul>
<b>Personal Competencies</b>	<ul style="list-style-type: none"> <li>➤ Able to communicate effectively in English.</li> <li>➤ Numerate.</li> <li>➤ Able to follow instructions and procedures.</li> <li>➤ Able to clarify and explain instructions to students.</li> <li>➤ Able to assist with the organisation of the learning environment.</li> <li>➤ Able to undertake routine tasks</li> <li>➤ Able to support children 1:1 or in small groups across the curriculum and under the direction of the teacher</li> <li>➤ Able to support SENd children through intervention programmes</li> <li>➤ Able to work with children within the school's behaviour for learning policy</li> <li>➤ Able to use ICT effectively to support learning</li> <li>➤ To have knowledge and understanding of safeguarding.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Able to prepare materials and display.</li> <li>➤ Able to maintain records and analyse progress</li> </ul>
<b>Interpersonal Skills</b>	<ul style="list-style-type: none"> <li>➤ Able to work effectively with adult team members.</li> <li>➤ Able to communicate effectively with children.</li> <li>➤ Positive attitude to learning and working in partnership with all members of the school team.</li> <li>➤ Honest, reliable and trustworthy.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Able to assist with personal care.</li> <li>➤ Able to support children with challenging and complex needs with patience, willingness and integrity.</li> </ul>
<b>Training and Development</b>	<ul style="list-style-type: none"> <li>➤ Able to take part in Continuing Professional Development in accordance with the school's agreed policies.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Undertake additional development training – leading to e.g. NVQ Level or as part of preparation for higher level roles.</li> </ul>