

Person Specification for the Post of Teaching Assistant

The Person Specification shows the abilities and skills you will need to carry out the duties in the Job Description. Shortlisting is carried out based on how well you meet the requirements of the Person Specification. You should mention any experience you have had which shows how you could meet these requirements when you fill in your Application Form. If you are selected for interview, you may be asked also to undertake practical tests to cover the skills and abilities shown below.

Area	Requirements	Essential (E)/ Desirable (D)
Safeguard and promote the welfare of all pupils	Be able to follow the school's Child Protection and Safeguarding Policy and procedures and undertake mandatory Safeguarding training as directed by the school.	E
	Have experience and understanding of practice and principles for Safeguarding children within an educational setting.	D
Qualifications	English and maths at Level 2 (GCSE Grade C or 4 above) or functional skills or a willingness to undertake a functional skills qualification.	E
	NVQ 2 and/or equivalent qualification in relevant area.	D
	First aid training / training in specific medical procedures as appropriate.	D
Professional Skills	Proven successful experience working with or caring for children in any setting.	E
	Proven successful experience working within a school.	D
	Proven successful experience working with children with disabilities.	D
Knowledge	Basic understanding of child development and learning.	E
	General understanding of appropriate curricula for young people with learning disabilities.	D
Personal Skills	Ability to evaluate own learning needs and actively seek learning opportunities.	E
	An ability to approach the management of challenging behaviour with sensitivity and patience and via a team-based approach.	E
	Patience, empathy, a positive 'can do' disposition, flexibility and 100% commitment to supporting young people with disabilities.	E
	The ability to explain things clearly to support learners in making exceptional progress.	E

	The ability to work constructively as part of a team, follow line management structures and understand classroom roles and your own position within those responsibilities.	E
	The ability to relate well to both children and adults.	E
	Understanding and knowledge of relevant policies/codes of practice and awareness of relevant legislation, for example child protection.	E
	The ability to organise and deliver classroom activities	D
	The ability to implement a range of Teaching and Learning strategies	D
	Effective use of ICT to support high quality learning.	D
	An interest in further study in the field of Learning Disabilities and ASD.	D
Philosophy	Commitment to the provision of high quality education and pastoral care for all pupils.	E
	Expectation of high pupil achievement.	E
	Evidence of understanding and commitment to inclusion and respect for pupils' individual differences.	E
	Commitment to partnership in education and developing links between school, home & the community.	E
	Commitment to key school plans, policies and procedures, especially the Health and Safety Policy, Child Protection and Data Protection	E

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This **Job Description** and **Person Specification** is current but will be reviewed on an annual basis and following consultation with you, may be changed to reflect or anticipate changes in job requirements which are commensurate with the job title and grade in line with the school's changing needs.

As part of the Orchard Hill College & Academy Trust's pre appointment checks, current and past employers will be contacted for shortlisted candidates. Any discrepancies or anomalies, and/or issues from references will be discussed at interview with shortlisted candidates.