PERSON SPECIFICATION

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| Job Title: | **Teaching Assistant Level 2** |
| Job Reference: | **SCH014** |
| School: | **Christchurch Learning Centre** |

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| **ATTRIBUTES** | **CRITERIA** | Level 1 | Level 2 | Level 3 | **METHOD OF ASSESSMENT** |
| Experience | * Experience of working with children      * Experience of working with children in an educational environment * Experience of working with children who have a variety of educational needs | \* | \*  \* | \*  \*  \* | Application form  Interview  References |
| **Qualifications & Training** | * 5 GCSE’s with a minimum grade C or above in English and Mathematics, or equivalent qualifications or relevant experience * Working towards NVQ Level 2 or equivalent * NVQ Level 2 qualification or equivalent * Working towards NVQ Level 3 or equivalent * NVQ Level 3 qualification or equivalent | \*  \* | \*  \*  \* | \*  \* | Application form  Certificates  Interview |
| **Aptitudes & Abilities** | * Excellent verbal communication skills * Patience and commitment * Ability to remain calm and make decisions whilst under pressure * Good organisational and planning skills * Excellent evaluation and monitoring skills * Ability to work under own initiative * Ability to respond sensitively and flexibly to competing demands from pupils * Ability to handle confidential information with discretion * Ability to supervise and mentor others * Ability to cope with personal hygiene needs and respond sensitively to pupils’ needs * Ability to support children with Special Educational Needs * Ability to lead groups of children, applying a wide range of appropriate behaviour and learning strategies for the benefit of the pupil * Ability to lead whole classes * Ability to engage children in creative and innovative play | \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \* | \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \* | \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \*  \* | Application form  Interview  References |
| **Knowledge** | 1. Understanding of the school’s health and safety policy 2. Understanding of basic first aid procedures 3. Knowledge and understanding of the National Curriculum including literacy and numeracy strategies 4. Understanding of lesson plans 5. Excellent knowledge of the five outcomes of Every Child Matters 6. Understanding of Individual Learning Plans 7. Knowledge of school’s behaviour and management policy and procedures  * Knowledge of Child Safeguarding | \*  \*  \*  \*  \*  \* | \*  \*    \*  \*  \*  \*  \*  \* | \*  \*    \*  \*  \*  \*  \*  \* | Application form  Interview  References |
| **Attitude / Motivation** | * A commitment to developing children as independent learners * A commitment to developing yourself through continuing education and training * Enthusiasm * Empathy * Self motivated * Team player | \*  \*  \*  \*  \*  \* | \*  \*  \*  \*  \*  \* | \*  \*  \*  \*  \*  \* | Application form  Interview  References |
| **Other Factors** | * A flexible and adaptable approach * Willingness to continue and maintain professional development * Commitment to Equal Opportunities * Enhanced DBS check | \*  \*  \*  \* | \*  \*  \*  \* | \*  \*  \*  \* | Application form  Interview  References  DBS process |