

PERSON SPECIFICATION

JOB TITLE: Teaching Assistant

Attributes	Essential	Preferred
Education/ Qualifications	Educated to GCSE level with Maths and English at Grades A* - C or equivalent.	A Level qualifications
Experience	Experience of working with learners	Previous experience in a classroom
Skills/ Knowledge/ Aptitude	Good organisational and administrative skills associated with the provision of cover. Ability to communicate efficiently between staff, supply teachers and pupils. Ability to work co-operatively as part of a team. Understanding of the educational system and National Curriculum. Understanding of the context of lessons and expectations of work to be produced by the end of the lesson. Familiarity with school routines, policies and procedures applicable to classroom situations.	Knowledge of standard classroom equipment e.g. laptop, data projector and digital camera Familiarity with a therapeutic and nurturing approach to working with children. Knowledge of behaviour management strategies. The ability to create an environment conducive to learning.
Personal Qualities	An enthusiastic personality who possesses good interpersonal skills. A commitment to Values Education. Willingness to undertake training. Ability to work on own initiative. A proven attendance and punctuality record. High standards of literacy.	
Other	Good standard of written and oral communication: 1] To ensure that pupils understand the instructions. 2] To report back effectively to the teacher.	Knowledge of administrative systems relating to classroom management.