TEACHING ASSISTANT
PERSON SPECIFICATION

Essential	Desirable	Evidence
Qualifications and experience		
• Educated to at least GCSE grade 4 standard or equivalent in English and mathematics. • Experience of working with children/young people in an environment to support learning.	• NVQ 2 / 3 for teaching assistants or equivalent qualification and/or experience. • Successful completion of training in relevant field/s e.g. dyslexia, sign language, braille, bilingual, literacy/numeracy/ICT learning programmes. • Experience of working with external agencies and other professionals. • First aid qualification or willingness to gain one. • Experience in the supervision of staff.	Application form Letter of application References Interviews Certificate/s (to be available at interview)
Knowledge and skills		
• Ability to build and form good relationships with students, parents/carers and colleagues. • Strong verbal and written communication skills appropriate to the need to communicate effectively with colleagues, students, parents/carers and other professionals. • Ability to work constructively as part of a team, understanding school roles and responsibilities including own. • Good standard of numeracy and literacy skills.	• Working knowledge of behaviour management strategies. • Knowledge of an additional language. • Basic understanding of child development and learning principles. • Working knowledge of relevant policies and procedures, and awareness of relevant legislation. • Working knowledge of national requirements regarding curriculum delivery and other learning programmes/strategies.	Application form Letter of application References Interviews

Essential	Desirable	Evidence
• Ability to use a range of ICT packages and equipment effectively to support learning. • Ability to absorb and understand a wide range of information. • Ability to improve own practice/knowledge through self-evaluation and learning opportunities.		
Personal qualities		
• A diplomatic and patient approach. • Able to appropriately deal with confidential information/situations. • Able to follow direction from line manager. • Ability to show initiative and to prioritise one's own work and meet required deadlines. • Efficient and meticulous in organisation. • Desire to enhance and develop skills and knowledge through CPD. • Commitment to the highest standards of child protection and safeguarding. • Recognition of the importance of personal responsibility for health and safety. • Commitment to the school's ethos, aims and its whole community.		Application form Letter of application References Interviews