



## Immaculate Conception Catholic Primary School

### Person Specification for the post of Teaching Assistant

<b>Experience, Training and Qualifications</b>	<b>Essential/Desirable</b>
GCSE level C+ in Maths and English or equivalent	E
NVQ Level 2 Qualification in Child Care or equivalent	E
Experience of working with children	E
Enhanced DBS clearance	E
Have awareness of policies and procedures relating to safeguarding, health and safety, equal opportunities and confidentiality	E
Good listening skills and the ability to communicate effectively with children, families, school staff, both orally and in writing	E
Experience of working with children who have a wide variety of educational needs	D
Experience of supporting Literacy and Numeracy in the classroom	E
First aid certificate	E
<b>Knowledge and understanding</b>	
How children develop	E
Knowledge of behaviour management strategies	E
Knowledge and awareness of issues and factors related to underachievement and barriers to learning and participation	E
Knowledge of building effective one-to-one mentoring and other supportive relationships with children and young people	E
Supporting children of all abilities in their learning	E
Understanding and awareness of equal opportunities, awareness of strategies to promote equality of opportunity	E
Knowledge and understanding of child protection and health and safety practices and procedures	E
<b>Skills and Abilities</b>	
Work with an individual or a group	E
Model good behaviour	E
Encourage good social skills	E
Reinforce teaching points during teacher input	E
Clear up misunderstanding and sort out misconceptions	E
Provide strategies for: team building, dealing with conflict, developing friendships, developing self-esteem	E
Extend children's thinking skills	E
Discuss with children their understanding of positive behaviour. Suggest ways of developing learning	E

Liaise with the SENCO and outside agencies	D
Take an active involvement in medium term planning	D
Update assessments and Individual Education Programmes in conjunction with the class teacher	D
<b>Personal Qualities</b>	
Calmness and patience	E
Self-motivated and initiative	E
Excellent communicator	E
Discretion	E
Enthusiasm and sense of humour	E
Flexibility and team worker	E