

PERSON SPECIFICATION

SCHOOL: Wheeler Primary School

JOB TITLE: TEACHING ASSISTANT

POST NO:

GRADE: 3 points 3-5

ATTRIBUTES	ESSENTIAL	HOW IDENTIFIED	DESIRABLE	HOW IDENTIFIED
RELEVANT EXPERIENCE	Experience of working with or caring for children of relevant age either paid or voluntarily	Application Form/reference	Experience of working in a primary school environment with a child with special educational needs	Application Form
	Knowledge of child protection procedures and KCSIE	Application Form/Interview	Level 1 safeguarding qualification	Application Form
QUALIFICATIONS	NVQ 2 for Teaching Assistants or equivalent qualification.	Application Form	NVQ 3 for Teaching Assistants or equivalent qualification.	Application Form
	GCSE O Level Mathematics and English grade C or above or equivalent qualification.	Application Form/Interview	Knowledge of SEND Code of practice	
	Training in the relevant learning strategies e.g. literacy	Application Form	Recent phonic training	
SPECIAL SKILLS AND ABILITIES	Good numeracy/literacy skills	References/Interview/Application Form	Recent and relevant professional development in relation to speech and language , behaviour	Application Form

.....Continued overleaf

ATTRIBUTES	ESSENTIAL	HOW IDENTIFIED	DESIRABLE	HOW IDENTIFIED
SPECIAL SKILLS AND ABILITIES	Understanding relevant learning programmes/strategies	References/Interview	Awareness of Health and safety issues i	Application Form/Interview
	Basic understanding of child development and learning	References/Interview		
	Ability to self-evaluate learning needs and actively seek learning opportunities	References/Interview		
	Can manage behaviour of pupils in a reasonable manner	References/Interview	Knowledge of Restorative Practices	
INTERPERSONAL/ COMMUNICATION SKILLS	Has a caring positive attitude towards pupils welfare	References/Interview		
	An ability to work as part of a team	References/Interview	Experience of Multi Agencies approaches	
	Can assist the school in forming positive partnership with parents	Interview		
	Can maintain trust and confidentiality where appropriate	Interview/References		
KNOWLEDGE	A knowledge and commitment to safeguarding the welfare of children and young people	Interview/References	Understanding of the Every Child Matters Agenda, Prevent and Safer Working practices	Interview

Prepared by:
Designation:

C.Mudd.....
...Head.....

