

**Person Specification for post of:  
Senior Teaching Assistant – Level 3**

<b>Minimum Essential</b>	<b>Method of Assessment</b>
<b>Skills /Knowledge</b>	
Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation	Application Form, Interview
Working knowledge of national curriculum and other relevant learning programmes/strategies	Interview
Understanding of principles of child development and learning processes	Interview
Ability to self-evaluate learning needs and actively seek learning opportunities	Interview
Ability to relate well to children and adults	Interview
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	Interview
Has sound speaking and listening skills to extend language in discussion	Interview
Can plan, implement and evaluate learning activities	Interview
Has experience of pupil assessment	Interview
Can support children to manage their behaviour in a supportive and caring way	Application Form, Interview
Has a caring positive attitude towards pupils' welfare	Interview
Can support pupils with additional needs	interview
Can maintain trust and confidentiality where appropriate	Interview
Can communicate effectively with parents	Application Form, Interview
Has sufficient practical and organisational skills to contribute to the preparation and management of educational resources	Application Form, Interview
Can complete and maintain pupils records and assessments	Interview
<b>Experience, qualifications, and training</b>	
NVQ3 for Teaching Assistants or equivalent qualification	Application Form
Training in the relevant strategies e.g. literacy and/or in particular curriculum or learning area e.g. dyslexia, maths,	Application Form

English, first aid	
Experience working with children of relevant age	Application Form, Interview
<b>Work related circumstances</b>	
Can attend staff meetings or additional meetings when required during working hours	Application Form, Interview
Can maintain personal presentation that sets high standards for the pupils	Application Form, Interview
Can work within the spirit of City Council and School Policies to do with Equal opportunities, Child Protection, Health & Safety, Finance, etc	Application Form, Interview
Has a good understanding of safeguarding practices and is committed to following procedures to ensure that all children are kept safe	Application Form, Interview