**Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| **Job Title:** | Teaching Assistant |  |  |
| **Grade:** | Grade 3 |  |  |
| **Location:** | Finham Primary School, Green Lane, Coventry, CV3 6EJ | | |

|  |  |
| --- | --- |
| **Knowledge** | * Understanding of relevant codes of practice/ and legislation * Basic understanding of child development and learning * Training in relevant learning strategies, especially Early Reading * Knowledge of a range of strategies to promote good behaviour * Awareness of whole-school confidentiality issues * Knowledge of autism would be desirable |
| **Skills and Abilities** | * To effectively use ICT and other equipment – video, photocopier * Ability to relate well to children and adults * Ability to self evaluate learning needs * Able to manage the behaviour of pupils * Able to motivate and inspire young learners * Able to support processes and procedures for pupil learning * Able to demonstrate initiative and work constructively as part of a team * Able to work in a flexible and responsive way * Demonstrates tact, discretion and confidentiality * Demonstrates competence in numeracy and literacy * Good communication skills |
| **Experience** | * Experience of working with children of relevant age or with specific special needs, including children with speech, language and communication difficulties |
| **Educational** | * GCSE English and Mathematics * NVQIII for Teaching Assistants is essential or equivalent qualifications or experience |
| **Special Requirements** | * This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment |