

**SETTLEBECK SCHOOL**

**Person Specification**

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| **Post Title: Teaching Assistant** | | |
|  | **Essential** | **Desirable** |
| Qualifications/Training/ Competences | * Relevant NVQ Level 2 or equivalent * English and Maths to GCSE grade 4/C or above or the equivalent, e.g. Functional Skills level 2 | * Additional specialist qualifications relevant to the role. |
| Relevant Experience | * Experience of working within a classroom setting * Experience of working with children with a wide range of special educational needs |  |
| Knowledge/Skills | • Awareness of practices and procedures within education relating to welfare, safety and education of children   * General understanding of different key stages, basic learning programmes and strategies * Ability to self-evaluate learning needs and actively seeking learning opportunities | • Experience of working with visually impaired young people   * Effective use of ICT to support learning. |
| Personal skills | * Ability to prioritise work * Ability to manage time effectively * Willingness to undertake training if required * Ability to communicate with a wide range of people * Initiative and the ability to work without supervision * Work as part of a team * Be creative, flexible and adaptable to the changing demands of the post * Take pride in a job well done * Trustworthy and reliable |  |
| Special Circumstances | * Occasional attendance at meetings/CPD outside normal hours. |  |