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|  | **Essential requirements** | **Desirable requirements** | **Identification** |
| **Qualifications** | Good numeracy/literacy skills  Maths and English GCSE level A-C or equivalent | Completion of DfES Teacher Assistant Induction Programme  NVQ level 2 Teaching Assistant qualification  Training in the relevant strategies e.g. literacy  First aid training  Basic Food Hygiene certificate | Application form, interview procedure, and viewing qualification certificate |
| **Experience** | Some understanding and awareness of SEND  Recent experience working as a teaching assistant | Working with secondary school aged children  Experience working with students with SEND  Demonstrate experience of impacting on pupil and progress outcomes | Application form, interview procedure, references |
| **Knowledge and skills** | Understanding of relevant policies  Excellent oral and written communication | Some awareness of the National Curriculum, especially the national strategies for teaching English and Mathematics | Application form, interview procedure, references |
| **Qualities** | Ability to work as part of a team  Positive and flexible  Ability to support, encourage and build confidence and skills of children experiencing barriers to learning  Good interpersonal, organisational and communication skills  Ability to deal sensitively with children and parents  Ability to maintain the ethos of the school  Able to work under direction but use initiative as the situation demands | Good ICT skills | Application form, interview procedure, references |
| **Other requirements** | Clear Enhanced DBS check if appointed  Suitable to work with children  Have commitment to own personal and professional development  Commitment to upholding and promoting the school’s ethos and values | Able to be flexible with working hours should the need arise or extra work on an *ad hoc* basis. | References, DBS check, identity checks, interview, medical fitness declaration |