

PERSON SPECIFICATION - SENIOR / TEACHING ASSISTANT

November 2024



The person specification shows the abilities and skills you will need to carry out the duties in the job description. Short listing is carried out on the basis of how well you meet the requirements of the person specification. **You should mention any experience you have had which shows how you could meet these requirements when you fill in your application form.** If you are selected for interview you may be asked also to undertake practical tests to cover the skills and abilities shown below:

Person Specification	Essential/ Desirable	How assessed
Experience		
1. Experience working with children of relevant age.	Essential	A SS
Qualifications/Training		
2. Good numeracy/literacy skills (GCSEs at A* to C or equivalent)	Essential	A I T
3. Level 2 or 3 Certificate in Supporting Teaching and Learning in Schools, Level 3 Diploma in Childcare and Education, or other relevant qualification in nursery work or childcare (or willingness to work towards a qualification if not already held)	Desirable	A SS
4. Experience of planning and leading teaching and learning activities (under supervision)	Essential	A SS
5. Training in different relevant learning strategies, eg literacy	Desirable	A SS
6. Training in and experience of working with children who are ASD / ADHD.	Essential	A SS
7. Have an understanding of PDA or a willingness to attend training.	Essential	A SS I
Knowledge/Skills		
8. Ability to use computing technology effectively to support learning.	Essential	A SS
9. Ability to use other equipment technology, eg camera & photocopier.	Essential	SS
10. Good organisational skills	Essential	SS I
11. An understanding of relevant policies/codes of practice and awareness of relevant legislation.	Essential	SS
12. The ability to remain calm in stressful situations	Essential	SS I
13. A general understanding of national/foundation stage curriculum and other relevant learning programmes/strategies.	Essential	SS I
14. A basic understanding of principles of child development and learning processes.	Essential	SS
15. Ability to self-evaluate learning needs and actively seek learning opportunities.	Desirable	SS
16. Ability to relate well to children and adults.	Essential	SS I
17. Ability to work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.	Essential	SS I

18. Ability to comply with policies and procedures relating to child protection, health, safety and security, confidentiality, data protection and equal opportunities.	Essential	SS I
19. Good written and oral communication skills	Essential	SS I T
Personal Qualities		
20. Enjoyment of working with children	Essential	SS I
21. A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school	Essential	SS I
22. Commitment to maintaining confidentiality at all times	Essential	SS
23. Commitment to safeguarding pupil's wellbeing and equality	Essential	SS I

Key:

SS	Supporting Statement	O	Observation
A	Application Form	I	Interview
T	Task		