

# Teaching Assistant Person Specification

	ESSENTIAL	DESIRABLE
<b>PRE-EMPLOYMENT CHECKS</b>		
Criminal Records	*	
Enhanced Disclosure and Barring	*	
Proof of identity	*	
Medical Questionnaire	*	
Satisfactory References	*	
<b>QUALIFICATIONS/TRAINING</b>		
GCSE English & Mathematics (Grade A*-C or Grade 4+)	*	
Teaching Assistant NVQ Level 2 or equivalent		*
Willing to undertake all relevant training as requested including Midas training	*	
Minibus Licence		*
Willing to undertake first aid training and duties	*	
<b>EXPERIENCE</b>		
Experience working with children/young people in employment or a voluntary setting	*	
At least 1-2 years' experience working with children with special needs and experience of attachment		*
Experience working in a classroom environment		*
Previous experience in a Teaching Assistant role		*
Some previous administration experience	*	
<b>COMPETENCIES</b>		
Excellent communication and organisation skills.	*	
Punctual and reliable	*	
Ability to deliver individual and group support and lessons to students.	*	
The ability to analyse students' learning needs and effectively support them to overcome barriers to Literacy learning.	*	
Ability to work independently and as part of a team when necessary.	*	
Ability to comply with written and verbal instructions.	*	
Ability to encourage, motivate and act as a role model.		
The ability to use ICT to support learning and accurately maintain student records.	*	
An understanding of the principles of confidentiality and data protection.	*	
An understanding of the National Curriculum.	*	
Ability to comply with all Health and Safety Procedures.	*	
Is committed to and meets all the requirements for safeguarding children.	*	

PERSONAL ATTRIBUTES		
Work in accordance with the Trust's values and behaviours	*	
Eligible to live and work in the UK	*	
Willing to work flexibly in accordance with policies and procedure to meet the operational needs of the Trust	*	
A commitment to continuing personal development and training	*	
A commitment to safeguarding and promoting welfare of children and young people	*	