



PERSON SPECIFICATION – Teaching Assistant

| Qualifications and experience | Essential | Desirable |
|--|-----------|-----------|
| Educated to at least GCSE Grade C standard or equivalent in English, Mathematics and Science (certificate/s to be available at interview) | ✓ | |
| Successful completion of the appropriate DfE Teaching Assistant Induction Programme | ✓ | |
| Experience of working with children / young people | | ✓ |
| Experience of working in a school or similar establishment | | ✓ |
| First aid qualification or willingness to gain one | | ✓ |
| Skills, knowledge and aptitudes | Essential | Desirable |
| Ability to build and form good relationships with students, parents/carers and colleagues | ✓ | |
| Ability to absorb and understand a wide range of information | ✓ | |
| Ability to work constructively as part of a team, understanding school roles and responsibilities including own | ✓ | |
| Good verbal and written communication skills appropriate to the need to communicate effectively with colleagues, pupils, parents and other professionals | ✓ | |
| Good standard of numeracy and literacy skills | ✓ | |
| Ability to use a range of ICT packages and equipment effectively | ✓ | |
| Basic understanding of child development and learning principles | | ✓ |
| Working knowledge of behaviour management strategies | | ✓ |
| Working knowledge of national curriculum and other learning programmes / strategies | | ✓ |
| Working knowledge of relevant policies and procedures, and awareness of relevant legislation | | ✓ |
| Personal qualities | Essential | Desirable |
| A diplomatic and patient approach | ✓ | |
| Able to appropriately deal with confidential information / situations | ✓ | |
| Able to follow direction from line manager | ✓ | |
| Ability to show initiative and to prioritise one's own work and meet required deadlines | ✓ | |
| Efficient and meticulous in organization | ✓ | |
| Desire to enhance and develop skills and knowledge through CPD | ✓ | |
| Commitment to the highest standards of child protection | | |
| Recognition of the importance of personal responsibility for health and safety | ✓ | |
| Commitment to the school's ethos, aims and its whole community | ✓ | |