

JOB TITLE:	Teaching Assistant
GRADE:	Scale 4a
DEPARTMENT:	Support Department
SECTION:	Secondary School

Qualifications and Experience

Essential

- NVQ 2 for Teaching Assistants or equivalent qualification or relevant experience
- Training in the relevant learning strategies e.g. literacy

Preferred

- Experience of working with or caring for children of relevant age
- Experience in the effective use of ICT to support learning
- Experience in developing and promoting independence

Knowledge

- Understanding of relevant policies / codes of practice and awareness of relevant legislation
- General understanding of national curriculum and other learning strategies
- Basic understanding of child development and learning

Skills and Abilities

- Very good numeracy / literacy skills
- Ability to communicate and relate to children and adults
- Ability to use appropriate technology – iPad, Laptop, photocopier
- Ability to self-evaluate learning needs and actively seek learning opportunities

Personal Qualities

- Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these

Equalities

- Ability to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the Council's Equalities Policy