

### BISHOP CHADWICK CATHOLIC EDUCATION TRUST

**PERSON SPECIFICATION**

**SCHOOL:** St Aidan’s Catholic Academy

**POST TITLE:** Teaching Support Assistant

**Source Key:** A = Application Form, I = Interview, R = References, C = Certificates

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| **ESSENTIAL** | **Attribute** | Source |
| **Educational Attainment** | NVQ 3 in education/childcare or equivalent (e.g. NNEB) or experience in relevant discipline | A/C/I |
| GCSE Maths and English Grade 5 | A/C/I |
| **Work Experience** | Experience in a school environment relevant to the post | A/I/R |
| Experience of working in a support capacity with secondary age pupils | A/I/R |
| Experience of working with or caring for children of relevant age | A/I/R |
| Experience of working within a team | A/I/R |
| **Knowledge/**  **Skills/**  **Aptitudes** | Effective use of ICT to support learning | I/R |
| Understanding of relevant polices/codes of practice and awareness of relevant legislation | I/R |
| General understanding of the national curriculum | I/R |
| General knowledge of SEND procedures. | I/R |
| Basic understanding of cognitive development and learning | I/R |
| Ability to self-evaluate learning needs and actively seek learning opportunities | I/R |
| Ability to relate well to children and adults | I/R |
| Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these | I/R |
| Good numeracy/literacy skills | I/R |
| General skills to help pupils with SEMH access their full curriculum entitlement | A/I/R |
| **Disposition** | Ability to relate well to children and adults | I/R |
| Committed to the principals of equality and diversity | I/R |
| Flexible approach to work | I/R |
| Circumstances | Enhanced clearance from the Disclosure and Barring Service | C |

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| **DESIRABLE** | **Attribute** | Source |
| **Educational Attainment** | Evidence of further training/Development. | A/C/I |
| Evidence of further training relevant to Social, Emotional and Mental Health needs. | A/C/I |
| First Aid qualification | A/C/I |
| **Work Experience** | Experience of working in a secondary school across ability levels | A/I/R |
| Experience of working with children with additional needs | A/I/R |
| Experience of working with children with Social, Emotional and Mental Health needs. | A/I/R |
| **Knowledge/**  **Skills/Aptitudes** | Knowledge of the key stage 3 curriculum | I/R |
| Knowledge of the key stage 4 curriculum | I/R |