

## Temporary SEND Teaching Assistant: Person Specification

General – KS3, 4 and 5

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• GCSE or equivalent level, including at least a Grade 4 (previously Grade C) in English and Maths</li> <li>• NVQ Level 3 Teaching Assistant or (Equivalent)</li> </ul>	<ul style="list-style-type: none"> <li>• Educated to degree level.</li> <li>• Recent SEND training.</li> <li>• Recent leadership training.</li> <li>• First-aid training, or willingness to complete it</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Good literacy and numeracy skills</li> <li>• Good organisational skills</li> <li>• Ability to build effective working relationships with pupils and adults</li> <li>• Knowledge of how to help adapt and deliver support to meet individual needs</li> <li>• Knowledge of SEND, the needs of students and the challenges they face.</li> <li>• Excellent verbal communication skills</li> <li>• Active listening skills</li> <li>• The ability to remain calm in stressful and challenging situations</li> <li>• Good ICT skills, particularly using ICT to support learning</li> <li>• Ability to work 1:1 with students to promote active engagement and support progress</li> </ul>	<ul style="list-style-type: none"> <li>• Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Skills and expertise in understanding the needs of all pupils</li> <li>• Understanding of roles and responsibilities within the classroom and whole school context</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Enjoyment of working with children</li> <li>• Sensitivity and understanding, to help build good relationships with pupils</li> <li>• High expectations of students and self</li> <li>• Ability to work on own initiative and as part of a team</li> <li>• Commitment to promoting the values and ethos of the school</li> </ul>	

	<ul style="list-style-type: none"> <li>• Passionate belief and commitment to achieving the best outcomes for all pupils, and promoting the ethos and values of the school</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding pupil's wellbeing and equality</li> <li>• Resilient, positive, forward looking and enthusiastic about making a difference</li> <li>• Capacity to inspire, motivate and challenge children and young people</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with young people.</li> <li>• Experience of working with vulnerable children.</li> <li>• Experience of supporting students with SEND.</li> <li>• Experience of working within a secondary school and/or sixth form college.</li> <li>• Successful experience of implementing strategies, which will help to raise achievement and enable students to access their learning and full potential.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of communicating with parents and other stakeholders.</li> <li>• Experience planning and delivering learning activities</li> <li>• Experience of assisting class teachers in delivering the curriculum</li> <li>• Experience of supporting students during examinations and assessments.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Flexible and work as part of a team to achieve a common goal.</li> <li>• Energy, self-confidence and the ability to 'give more' when the occasion demands it.</li> <li>• Ability to contribute to wider school life.</li> <li>• Ability to work under pressure and to meet deadlines.</li> <li>• Ability to maintain a sense of perspective in all working conditions.</li> <li>• Ability to maintain appropriate relationships and personal boundaries with students.</li> </ul>	<ul style="list-style-type: none"> <li>• Participated in residential or educational visits.</li> </ul>