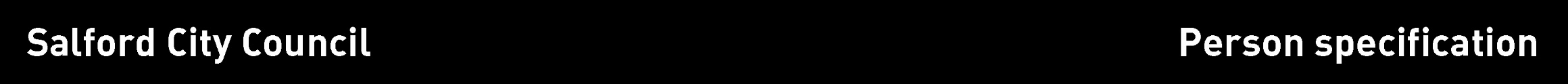
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|  |  |  |  |
| --- | --- | --- | --- |
| **Job title** | **Grade** | **Directorate** | **Location** |
| TEACHING ASSISTANT LEVEL 1 | SCALE 1/2 | CHILDREN’S SERVICES |  |

#### Note to applicants

Whilst all criterions below are important, those under the **Essential** heading are the key requirements. You should pay particular attention to these areas and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview.

**(\*See grid overleaf)**

| **Essential criteria** | **Necessary requirements – skills, knowledge, experience etc.** | **\* M.O.A.** |
| --- | --- | --- |
|  | Good Numeracy/literacy skills. | A/I |
|  | Participate in development and training opportunities. | A/I |
|  | Use basic technology - computer, video, photocopier. | A/I |
|  | Ability to relate well to children and adults. | A/I |
|  | Work constructively as part of a team, understanding classroom roles and responsibilities. | A/I |

|  |  |  |
| --- | --- | --- |
| Desirable criteria | **Necessary requirements – skills, knowledge, experience etc.** | **\* M.O.A.** |
|  | Completion of DfES Teacher Assistant Induction Programme. | A |
|  | Working towards VQ for support staff in schools or NVQ 2 (or equivalent qualification or experience). | A |
| 3. | Appropriate knowledge of first aid. | A |
| 4. | Working with or caring for children of relevant age. | A/I |

|  |  |  |  |
| --- | --- | --- | --- |
| **Completed by** | **Date** | **Approved by** | **Date** |
|  |  |  | **Sept 2014** |

**Method of assessment (\* M.O.A.)**

**A =** Application form**, C =** Certificate**, E =** Exercise**, I** **=** Interview**, P =** Presentation**, T =** Test**, AC =** Assessment centre