

ROCHDALE BOROUGH COUNCIL
PERSON SPECIFICATION

Teaching Assistant (Level 1)

Grade 2 (SCP) 3-4

Note to Applicants

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

- The *Essential* Criteria are for the qualifications, experience, skills or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.
- The *Desirable* Criteria are used to help decide between candidates who meet **ALL** the Essential Criteria.
- The *How Identified* column shows how the Council will obtain the necessary information about you.
- If the How Identified column says the Application Form next to an Essential Criteria or a Desirable Criteria, you **MUST** include in your application enough information to show **how** you meet this criteria. You should include examples from your paid or voluntary work.

| ATTRIBUTES | ESSENTIAL | HOW IDENTIFIED | DESIRABLE | HOW IDENTIFIED |
|--------------------------------------|---|---|---|----------------------------|
| QUALIFICATIONS AND EXPERIENCE | <ul style="list-style-type: none"> • To possess, or be willing to work towards, GCSE English and Mathematics at Grade A* - C, or GCSE Level 4 - 9, or a Level 2 qualification in Literacy and Numeracy. • To possess or be willing to work towards Level 2 QCF in Teaching and Learning. • To possess or be willing to work towards a full or emergency Paediatric First Aid certificate within 3 months of starting work. | Application Form/Checking of Certificates | <ul style="list-style-type: none"> • Willingness to undertake appointed person certificate in first aid administration. • Level 2 Certificate Supporting The Wider Curriculum | Application Form |
| SKILLS AND KNOWLEDGE | <ul style="list-style-type: none"> • Ability to work effectively within a team environment, understanding classroom roles and responsibilities. • Ability to build effective working relationships with all pupils and colleagues. • Ability to promote a positive ethos and role model positive attributes • Good personal numeracy and literacy skills. | | <ul style="list-style-type: none"> • Willingness to develop basic ICT skills. • Understanding of basic technology - computer, video, photocopier. • Experience of working with &/or caring for children within an education setting. | Application Form/Interview |

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| SKILLS AND KNOWLEDGE | <ul style="list-style-type: none"> • Awareness and basic understanding of school curriculum (<i>within specified age range or subject area</i>). • Basic awareness of inclusion, especially within a school setting. • Experience of working with &/or caring for children. (<i>within specified age range</i>). <p><i>To work towards demonstrating</i></p> <ul style="list-style-type: none"> • High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their education achievements. • Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners. • Demonstrate and promote the positive value, attitudes and behaviour you expect from the pupils with whom you work. • Ability to liaise sensitively and effectively with parents and carers, recognising role in pupils' learning. • Ability to improve your own practice through observations, evaluation and discussion with colleagues. | Application Form/Interview | | |
| SPECIAL WORKING CONDITIONS | <ul style="list-style-type: none"> • Ability to attend occasional meetings out of school hours. • <u><i>When required</i></u> • Assisting pupils in line with moving and handling guidelines when toileting, feeding and transferring. • Providing hygiene care to pupils • Lifting and carrying equipment as required. | Application Form / Interview | | |

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| SPECIAL WORKING CONDITIONS (continued) | <ul style="list-style-type: none"> • The ability to converse at ease with customers and service users and provide advice in accurate spoken English. | | | |
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