



## **PERSON SPECIFICATION1**

**Job Title:** Teaching Assistant – Level 1

	<b>Selection criteria (Essential)</b>	<b>Selection criteria (Desirable)</b>	<b>How Assessed</b>
<b>Education &amp; Qualifications</b>	<p>NVQ 2 for Teaching Assistants or equivalent qualification or experience</p> <p>Literacy and Numeracy skills equivalent to Level 1 of the National Qualification &amp; Credit Framework</p> <p>Completion of Department for Education Teacher Assistant Induction Programme (or to complete within first term)</p> <p>Willingness to undertake training in relevant learning strategies</p> <p>Paediatric First Aid certificate</p>		<p>AF / I</p> <p>AF / I</p> <p>AF / I</p> <p>AF / I</p> <p>AF / I</p>
<b>Experience</b>	<p>Working with or caring for children of a relevant age to those in the school</p> <p>Experience of working with learning resources and helping with their preparation to support learning programmes</p> <p>Experience of effectively using ICT and other technology such as digital recorders and photocopiers and resolving</p>	SEND Experience	<p>AF / I</p> <p>AF / I</p> <p>AF / I</p>

	<p>straightforward problems in their operation</p> <p>Experience of supporting children with medical/SEND needs</p>		AF/I
<b>Skills &amp; Abilities</b>	<p>Interpersonal skills to build effective working relationships with pupils and colleagues</p> <p>Communication skills to liaise sensitively and effectively with parents and carers</p> <p>Team-work skills to work collaboratively with colleagues, understanding classroom roles and responsibilities and your own position within these</p> <p>To promote a positive ethos and good role model</p> <p>To continually improve own practice/knowledge through self evaluation and learning from others</p>		<p>AF / I</p> <p>AF / I</p> <p>AF / I</p> <p>AF / I</p> <p>AF / I</p>
<b>Knowledge</b>	<p>Basic understanding of a child's development and learning.</p> <p>Understanding of the relevant policies/codes of practice/ and awareness of relevant legislation in the context of your role</p> <p>General understanding of national/foundation stage curriculum and other relevant learning programmes/strategies</p> <p>Understanding of equal opportunities and an awareness of potential barriers children may have around learning</p>		<p>AF / I</p> <p>AF / I</p> <p>AF / I</p> <p>AF / I</p>

<b>Work Circumstances</b>	<p>To work flexibly as the workload demands</p> <p>Occasional out of hours working to support school functions</p>		<p>AF / I</p> <p>AF / I</p>

*Abbreviations:* AF = Application Form; I = Interview.

**NB. - Any candidate with a disability who meets the essential criteria will be guaranteed an interview**