

## PERSONNEL SPECIFICATION: Teaching Assistant

	ESSENTIAL (E)/DESIRABLE (D)
EXPERIENCE:	<ul style="list-style-type: none"> <li>• Experience of working in a team situation. (E)</li> <li>• Experience of working with or caring for children of relevant age e.g. voluntary organisation or parental/caring responsibilities. (E)</li> </ul>
QUALIFICATION S/TRAINING:	<ul style="list-style-type: none"> <li>• GCSE English and Maths or equivalent e.g. Adult Literacy/Numeracy at level 2. (E)</li> <li>• Other relevant qualifications relating to the post e.g. Level 2 NVQ in Health/Childcare, first aid qualification. (D)</li> <li>• Evidence of further training/development and/or willingness to participate in further training and development opportunities. (E)</li> </ul>
KNOWLEDGE/ SKILLS:	<ul style="list-style-type: none"> <li>• Will possess knowledge of the School's relevant procedures or practices. (D)</li> <li>• Will have an outline understanding of relevant legislation. (E)</li> <li>• Will have knowledge of some of the policies covering their service area. (D)</li> <li>• Problem solving skills. (E)</li> <li>• Good communication skills. (E)</li> <li>• Good numeracy/literacy skills. (E)</li> <li>• Basic ICT skills. (E)</li> <li>• An understanding of the needs of a multicultural society. (E)</li> <li>• An understanding of the issues relating to pupils who have additional learning needs, more able and special educational needs. (E)</li> <li>• Knowledge of childcare. (E)</li> <li>• Awareness of child development.(E)</li> <li>• Knowledge and commitment to schools Equality policy. (E)</li> <li>• Ability to relate well to pupils and adults. (E)</li> <li>• Ability to work constructively as part of a team. (E)</li> <li>• Ability to remain calm under pressure. (E)</li> </ul>

	<ul style="list-style-type: none"> <li>• Demonstrate a commitment to working with children of the relevant age. (E)</li> <li>• Demonstrate good co-operative, interpersonal and effective listening skills. (E)</li> <li>• Maintain confidentiality in matters relating to the school, its pupils, parents or carers. (E)</li> <li>• Ability to perform all duties and tasks with reasonable adjustments where necessary. (E)</li> <li>• Ability to cope with the requirements of the post, which will include working with pupils who have emotional/behavioural/physical difficulties. (E)</li> <li>• In line with the Immigration Act 2016; you should be able to demonstrate fluency of the English Language at an Intermediate Threshold Level.(E)</li> <li>• Understanding of Statutory frameworks relating to teaching (E)</li> </ul>
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