

**Person Specification**  
**Key Stage 2 Teaching Assistant - Scale 2, point 4**

	Essential	Desirable	How identified
<b>1. Knowledge and skills (including any relevant or required qualifications)</b>	<p>A-C grades in GCSE Maths and English or equivalent</p> <p>Excellent ICT skills.</p> <p>Ability to supervise pupils in any areas in school as required.</p> <p>To be able to assist pupils with learning at national curriculum Key Stage 2 level.</p> <p>General understanding of the national curriculum and other basic learning programmes/strategies that are used within a primary school.</p> <p>Knowledge and understanding of behaviour management strategies.</p> <p>Ability to work as part of a team, understanding classroom roles and responsibilities and own position within these roles.</p> <p>Knowledge of relevant policies/codes of practice e.g. child protection</p> <p>Excellent communication skills, both oral and written.</p>	<p>Educated to degree level.</p> <p>Knowledge of first aid, holding a relevant valid first aid certificate.</p>	<p>Application Form</p> <p>Interview</p>
<b>2. Personal Development and Additional Learning</b>	<p>Proven commitment to own self development and evidence of relevant CPD for the role.</p> <p>Willing to participate in further training and development activities.</p>		<p>Application Form</p> <p>Interview</p> <p>References</p>

	Essential	Desirable	How identified
<b>3. Experience</b>	<p>Experience of supporting pupils at Key Stage 2.</p> <p>Experience of displaying work effectively.</p> <p>Experience of working in a relevant classroom/school environment.</p> <p>Experience of working within a team.</p>	<p>Experience of working in a setting with outdoor learning/forest school</p> <p>Experience of administration work.</p> <p>Making and maintaining basic teaching resources.</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>
<b>4. Initiative</b>	<p>Able to receive instructions and guidance from teachers and other members of staff.</p> <p>Take a flexible approach to ensuring workplace demands are always met.</p> <p>Ability to work under pressure.</p>		<p>Application Form</p> <p>Interview</p> <p>References</p>
<b>5. Circumstances</b>	<p>Understand the importance of confidentiality and work in a discreet manner where appropriate.</p>	<p>Positive attitude to working with children and adults (e.g. parents, carers).</p> <p>Full clean driving licence with D1 to be able to drive school mini buses as required.</p>	<p>Application form</p> <p>Interview</p> <p>References</p>