**PERSONNEL SPECIFICATION: Teaching Assistant**

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|  | **ESSENTIAL (E)/DESIRABLE (D)** |
| **Experience:** | * Experience of working in a team situation. (E) * Experience of working with or caring for children of relevant age e.g. voluntary organisation or parental/caring responsibilities. (E) * Experience of leading whole class groups (E) |
| **Qualifications/Training:** | * GCSE English and Maths or equivalent e.g. Adult Literacy/Numeracy at level 2. (E) * Other relevant qualifications relating to the post e.g. Level 2 NVQ in Health/Childcare, first aid qualification. (D) * Evidence of further training/development and/or willingness to participate in further training and development opportunities. (E) |
| **Knowledge/ Skills:** | * Will possess knowledge of the School’s relevant procedures or practices. (D) * Will have an outline understanding of relevant legislation. (E) * Will have knowledge of some of the policies covering their service area. (D) * Problem solving skills. (E) * Good communication skills. (E) * Good numeracy/literacy skills. (E) * Basic ICT skills. (E) * An understanding of the needs of a multicultural society. (E) * An understanding of the issues relating to pupils who have additional learning needs, more able and special educational needs. (E) * Knowledge of childcare. (E) * Awareness of child development.(E) * Knowledge and commitment to schools Equality policy. (E) * Ability to relate well to pupils and adults. (E) * Ability to work constructively as part of a team. (E) * Ability to remain calm under pressure. (E) * Demonstrate a commitment to working with children of the relevant age. (E) * Demonstrate good co-operative, interpersonal and effective listening skills. (E) * Maintain confidentiality in matters relating to the school, its pupils, parents or carers. (E) * Ability to perform all duties and tasks with reasonable adjustments where necessary. (E) * Ability to cope with the requirements of the post, which will include working with pupils who have emotional/ behavioural/physical difficulties. (E) * In line with the Immigration Act 2016; you should be able to demonstrate fluency of the English Language at an Intermediate Threshold Level.(E) * Understanding of Statutory frameworks relating to teaching (E) |