



Person Specification for the post of Teaching Assistant

	ESSENTIAL	DESIRABLE	EVIDENCE FROM
Qualifications	<ul style="list-style-type: none"> • GCSE level C or equivalent in both English Language and Mathematics or • NVQ Level 2/3 in Supporting Teaching and Learning, Child Care or equivalent 	<ul style="list-style-type: none"> • A relevant qualification in Childcare and/or Education 	<ul style="list-style-type: none"> • Certificates at interview
Previous Experience	<ul style="list-style-type: none"> • School based experience or other work preferably with children 	<ul style="list-style-type: none"> • Experience of working in a primary school with children across Key Stage 1 and Early Years • Previous experience as a teaching assistant working with whole class activities 	<ul style="list-style-type: none"> • Application form • References • Interview
Professional Skills & Experience	<ul style="list-style-type: none"> • Prepared to undertake in-service training in order to increase knowledge, skills and keep abreast of educational developments • Able to establish positive and constructive relationships with children, staff and parents • Good communication and interpersonal skills • Ability to work with minimum supervision • Positive attitude to the job and show pride in work • Positive approach to behaviour management • Ability to recognise and resolve or report problems • Ability to anticipate- be one step ahead • Ability to give clear and direct instructions • Computer literate • Excellent written skills 	<ul style="list-style-type: none"> • Ability to liaise effectively with colleagues • Ability to use initiative • Be able to organise and implement planning 	<ul style="list-style-type: none"> • Application form • References • Interview
Knowledge	<ul style="list-style-type: none"> • The needs of young children • Child development and the ways in which children learn • The roles by various adults in a child's education • Safeguarding 	<ul style="list-style-type: none"> • Behaviour management strategies 	<ul style="list-style-type: none"> • Application form • References • Interview
Personal Qualities	<ul style="list-style-type: none"> • Ability to lead by example- being a good role model 		<ul style="list-style-type: none"> • Application form • References

	<ul style="list-style-type: none"> • Flexible approach to work • Awareness of the importance for confidentiality • Has initiative and uses this well • Is patient, kind and caring • Ability to work with a variety of different people • Enthusiasm and energy to work as part of a team. • Committed to providing a high quality service • Good attendance record • Projects professional image for the school • Enhanced DBS 		<ul style="list-style-type: none"> • Interview
Equal Opportunities	<ul style="list-style-type: none"> • Commitment to, and understanding of, the principles of Equal Opportunities for all, in employment and the delivery of services. 		<ul style="list-style-type: none"> • Application form • References • Interview