**St Oswald’s CE VA Infant & Nursery School**

Classroom Assistant – Grade 4 – Part Time – 5 mornings per week

Personal Specification and Criteria for Selection

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|  CATEGORY |  ESSENTIAL |  DESIRABLE |  EVIDENCED BY : |
| APPLICATION | * Well-structured official Durham LA application form and supporting letter indicating employment history and experience gained.
* Application well supported by references.
* **Application references the person specification to show evidence of meeting the essential and desirable criteria.**
 |  | Application, LetterReferences |
| QUALIFICATIONS | * NVQ Level 3 in supporting Teaching and Learning or an equivalent qualification.
* GCSE English and Maths grades A- C or equivalent.
* Excellent literacy skills including spelling, grammar and punctuation.
* Excellent numeracy skills.
* Willingness to undertake further training

  | * Paediatric First Aid Certificate or current First Aid certificate
 |  Application, Letter, References |
| KNOWLEDGE & EXPERIENCE | * **Experienced** classroom practitioner with evidence of working in the primary phase (particularly KS2).
* Experience of working with children with a range of needs.
* Experience of planning and evaluating learning activities and assessing/tracking pupil progress.
 | * Involvement in planning programmes of learning for individuals and groups
 | Application, Letter, References |
| **SKILLS and****APTITUDES** | 1. Knowledge and compliance with policies and procedures relevant to child protection and health and safety.
2. An understanding of and commitment to safeguarding and the welfare of children.
3. Ability to work independently with individual children, small groups of children and whole classes.
4. Ability to use initiative and resolve problems as they arise.
5. A willingness to work co-operatively with a wide range of professionals.
6. Good communication skills, both written and verbal.
7. Working knowledge of National Curriculum key stages and government strategies.
8. Use ICT to support teaching and learning.
 |  | Application, References, Interview  |
| **PERSONAL ATTRIBUTES** | * Able to demonstrate and uphold the Christian Ethos of the school.
* Caring and sensitive to the needs of children and their parents/carers.
* Skilled and creative.
* Ability to work as part of a team.
* Positive and enthusiastic approach.
* Willingness to be involved in all aspects of school life.
* Commitment to professional development.
* Promote a positive image of the School to children, parents/ carers and visitors.
* May be required to work outside of normal school hours.
 | * A fundamental desire to work within the ethos of the school and to positively promote the school within the community.
 | Application, References, Interview  |