Langley Park Primary School

Person Specification: Teaching Assistant

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|  | **Essential** | **Desirable** |
| **Qualifications/Attainments** | * Level 3 qualifications i.e. NVQ, NNEB, CACHE (or equivalent) * Secure numeracy and literacy skills | * GCSEs in Maths and English * A valid First Aid Certificate |
| **Experience** | * Experience of working in a school environment * Involvement in leading activities to help children with their learning, for example with individuals or small groups * Experience of developing and amending a programme of work to support a child’s learning (under the direction of a teacher) * Experience of supporting children’s learning through play * Experience of working with children with Special Educational Needs | * Experience of providing feedback to parents/carers about their children, for example about their well-being, learning, what they have been doing at school today. * Experience of liaising with other professionals, for example Speech and Language Therapists, * Experience of working with children with Down Syndrome |
| **Skills, Knowledge, Aptitude** | * Ability to relate well with children and adults * Ability to work within the LA and School’s policies and guidelines (for example Child Protection, Behaviour Policy) * Ability to use initiative * A willingness to work co-operatively with a wide range of professionals * Good verbal and communication skills * Ability to adapt tasks/activities for an individual * Support the teacher in monitoring, assessing and recording pupil progress * Support learning by arranging/providing resources for lessons and activities (under the guidance of the teacher) * Skills to support the teacher in behaviour management and keeping children on task | * A working knowledge of the Early Years Foundation Stage, National Curriculum Key Stages and current issues in Education. * Knowledge of Read, Write, Inc |
| **Personal Requirements** | * Sensitive to the needs of children and their parents * A professional approach to their role in school and an ability to set a good example to our children in terms of their manners, relationships with colleagues and approaches to learning * Ability to work as part of a team * Calm, positive, patient approach * Committed to continuous professional development * Ability to keep pupil information confidential, ie not to share details about children outside of school * Willingness to support children with basic self-care needs (when necessary) such as toileting, medication, dressing and undressing for PE. |  |