

**Kirk Merrington Primary School**

**Personal Specification – Teaching Assistant Grade 3**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Qualifications and training** | * Relevant qualification at NVQ 3 or equivalent qualification in a relevant discipline * Have a good general knowledge and understanding across the primary age range | * Qualification in a specific area of learning or SEN * First aid certificate | Application form  Certificates |
| **Experience** | * Current experience of working within a school environment and working in primary classrooms * Had experience of working with individuals, groups * Current experience of planning and evaluating learning experiences * Currently involved in planning of learning for individuals, groups and whole class * Experience of working with children with general and specific learning difficulties | * Experience of delivering phonics * Experience delivering intervention programmes | Application form  Interview  Reference |
| **Skills, knowledge and aptitude** | * Ability to relate well with children and adults * Be an excellent role model for all children at all times * Ability to use own skills to support pupils’ learning * Good written and oral communication skills * Ability to work flexibly either on own or as part of a team * Enthusiasm and ability to use initiative * Ability to contribute to meetings and liaise with other agencies * Willingness to undertake further appropriate training as required by the Headteacher | * Have Child Protection training * Working knowledge of national curriculum * Use ICT effectively to support teaching and learning | Application form  Interview  Reference |
| **Additional Factors** | * Approachable manner, reliable, conscientious, articulate * Sensitive to the needs of vulnerable children and their parents * Commitment to achieve high standards and to continuing personal and professional development * High level of confidentiality and discretion * Enthusiasm and drive. * Calm approach with high expectations * Willingness to get involved in school life and support extra-curricular activities |  | Interview  Reference |