

PERSON SPECIFICATION- Teaching Assistant (Primary)

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, indicating experience and where appropriate citing supporting examples within their application.

| Qualifications & Training | Essential/Desirable | How Identified |
|--|----------------------------|--|
| <input type="checkbox"/> Level 2 qualification in English and Mathematics | E | Application form/Interview/ Task (if applicable) |
| <input type="checkbox"/> NVQ Teaching Assistant qualification | E | |
| <input type="checkbox"/> NVQ Level 3 | D | |
| <input type="checkbox"/> Phonics training | D | |
| <input type="checkbox"/> Higher education qualifications | D | |
| <input type="checkbox"/> Further relevant qualifications in SEN | D | |
| Knowledge & Experience | Essential/Desirable | How Identified |
| <input type="checkbox"/> Knowledge and experience in early years / Key Stage 1 / Key Stage 2 | E | Application form/Interview/ Task (if applicable) |
| <input type="checkbox"/> Experience in providing in-class support to students | E | |
| <input type="checkbox"/> Experience and knowledge in planning and delivering targeted interventions | E | |
| <input type="checkbox"/> Experience of support mechanisms for teaching staff | E | |
| <input type="checkbox"/> Knowledge of The National Curriculum structure | E | |
| <input type="checkbox"/> Knowledge of the different ways in which children learn | E | |
| <input type="checkbox"/> Leadership and people management skills | E | |
| <input type="checkbox"/> Ability to prioritise workload effectively to meet deadlines | E | |
| <input type="checkbox"/> Excellent communication and inter-personal skills, including tact and diplomacy | E | |
| <input type="checkbox"/> Behaviour management strategies | E | |
| Skills & Key Criteria | Essential/Desirable | How Identified |
| <input type="checkbox"/> The ability to contribute to a range of teaching, learning and pastoral activities | E | Application form/Interview/ Task (if applicable) |
| <input type="checkbox"/> The ability to plan, monitor and assess interventions | E | |
| <input type="checkbox"/> Take responsibility, with minimum supervision, for delivering programmes to groups of children with special educational needs | E | |

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|---|----------------------------|--|
| <input type="checkbox"/> Demonstrate good communication skills, both written and oral | E | |
| <input type="checkbox"/> Demonstrate good ICT skills | E | |
| <input type="checkbox"/> Work independently and as part of a team. | E | |
| <input type="checkbox"/> Have the ability to work effectively and network with a wide variety of support services | D | |
| <input type="checkbox"/> Participate in INSET days and attend courses for professional development | D | |
| Personal Attributes | Essential/Desirable | How Identified |
| <input type="checkbox"/> A supportive and co-operative team member | E | Application form/Interview/ Task (if applicable) |
| <input type="checkbox"/> Standards driven | E | |
| <input type="checkbox"/> Willingness to work outside normal academy hours in line with academy and community needs | E | |
| <input type="checkbox"/> Willingness to travel to multi-site locations across the Trust | E | |
| <input type="checkbox"/> Ability to relate positively to staff and students | E | |
| Equal Opportunities | Essential/Desirable | How Identified |
| <input type="checkbox"/> Candidates should indicate an acceptance of, and a commitment to, the principles of the Academy's Equal Rights policies and practices as they relate to employment issues and to the delivery of services to the community | E | Application form/Interview/ Task (if applicable) |
| <input type="checkbox"/> Commitment to equal opportunities policies relating to gender, race and disability in an educational context | E | |
| Safeguarding | Essential/Desirable | How Identified |
| <input type="checkbox"/> Commitment to the protection and safeguarding of children and young people | E | Application form/Interview/ Task (if applicable) |
| <input type="checkbox"/> Has up to date knowledge of relevant legislation and guidance in relation to working with young people | D | |