**SPECIFICATION FOR THE POST OF SENIOR TEACHING ASSISTANT (HLTA) – St. Helen’s Primary School**

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| **ASPECT** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications** | * GCSE Grade C or above in English and Mathematics OR equivalent qualifications (A) (I)
* HLTA qualification or higher OR evidence that HLTA qualification has commenced (A) (I)
* DBS (Disclosure and Barring Service) Clearance
 | * Evidence of further education (A) (I)
* Professional awards linked to Teaching and Learning (A) (I)
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| **Experience** | * Experience of working across the primary age range (A) (I)
* Experience of planning and assessing (A) (I) (R)
* Experience of working and engaging effectively with parents/carers, demonstrating a positive impact (A) (I) (R)
* Experience of working as part of a team (A) (I) (R)
 | * Experience of effective liaison with multi agencies linked to education such as CAMHs, SALT etc. (A) (I) (R)
* Experience of coaching and mentoring colleagues
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| **Professional Knowledge and Understanding** | * Excellent communication and interpersonal skills (I) (R)
* Ability to plan effective lessons and deliver them to a high standard (A) (R)
* Knowledge and understanding of the SEND Code of practice (A) (I) (R)
* Knowledge and understanding of effective features that support teaching and learning (A) (I) (R)
* Knowledge and Understanding of the Early Years and National Curriculum (A) (I) (R)
* Ability to effectively manage pupils’ behaviour using positive approaches in line with school policy (A) (I) (R)
* Be an effective role model for pupils by demonstrating positive values, attitudes and behaviour expected from pupils (A) (I) (R)
* Ability to identify areas for development during lessons and through marking/feedback as appropriate (A) (I) (R)
* Understanding of Safeguarding procedures (A) (I) (R)
 | * Ability to utilise specialist knowledge and skillset to enhance Teaching and Learning (A) (I) (R)
* An area of subject specialism which could support, develop and enhance the Curriculum
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| **Skills and Personal Qualities** | * Ability to communicate effectively in spoken form (I) (R)
* Well-developed work ethic (I) (R)
* Able to motivate and work well within a team (I) (R)
* Commitment to own professional development and being a reflective practitioner(A) (I) (R)
* Enthusiasm for working with children of all abilities and starting points (A) (I) (R)
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| **Confidential References** | * Recommendation from both referees
 | * Strong recommendation
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