**HLTA Person Specification**

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| **Specification** | **Essential** | **Desirable** | **Identified** |
| Relevant Experience | * Experience of working in primary schools with children across all key stages * Previous experience as a Higher Level teaching Assistant | * Curriculum specialism/interest | A  I  R |
| Qualifications | * Has met all the professional standards for HLTA * Qualifications in English/Mathematics, equivalent to at least Level 2 of the National Qualifications Framework/GCSE Grade C or above | * Further qualifications * Degree * Subject expertise | A  I |
| Skills and Attributes | * Good communication skills * Good interpersonal skills * Ability to liaise effectively with colleagues * Ability to use initiative * Be able to organise and implement planning * Ability to work with minimum supervision * Positive attitude to the job and pride in work * Positive approach to behaviour management * Knowledge of the SEND code of practice * Understanding of Safeguarding, Child Protection and confidentiality | * Specific skill/experience working with SEND | I  R |
| Social Skills | * Flexible approach to work * Ability to work with a variety of people * Courteous and polite | * Previous experience of working with and dealing with a range of people and behaviours | I  R |
| Motivation and Commitment | * Enthusiasm and energy, working with a team * Committed to providing a high quality service |  | A  I  R |
| Personal Characteristics | * Positive outlook * Resilient and able to tackle challenge and unpredictability |  | A  I  R |

**R Reference I Interview A Application Form**

September 2019