**Catchgate Community Primary School**

**Teaching Assistant Person Specification**

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| **Criteria** | **Essential** | **Desirable** | **Method of Assessment** |
| **APPLICATION** | * Fully supported references one of which must be from your current or most recent employer * Well-presented application form |  | Application Form |
| **QUALIFICATIONS** | * A teaching assistant qualification at NVQ Level 3 (or equivalent) * Understanding of child development * Good numeracy/literacy skills | * First Aid qualification * Evidence of recent and relevant child Protection/Safeguarding training | Application Form |
| **EXPERIENCE &**  **KNOWLEDGE** | * Experience of working under teacher direction to enable pupils to make progress * Experience of evaluating learning activities through observation * Contributing to planning programmes of learning for individuals, groups and whole class | * Experience of working in a school setting in a paid or voluntary context. * Awareness of the needs children with special educational needs | Application Form  References |
| **SKILLS & APTITUDE** | * Ability to relate well with children and adults * Ability to work independently with an individual child * Excellent behaviour management skills * Ability to use initiative when required * Ability to work as a member of a team * Knowledge and understanding of phonics * Good communication skills – written and verbal * Use ICT effectively to support teaching and learning * Accurate record keeping * Ability to prioritise and flexibility to adapt where necessary * Select and adapt appropriate resources/methods to facilitate agreed learning activities. * Ability to note children’s progress and suggest next steps to move learning forward. | * Experience of delivering proven interventions * Familiarity with EHCPs | Application Form  Interview  References |
| **PERSONAL ATTRIBUTES** | * Sensitive to the needs of children and their parents/carers * Calm and positive approach * Committed to professional development * Attend and participate in relevant meetings as required as well as participate in training and other learning activities and performance development as required * Can be flexible and adaptable. | * Willingness to be involved in the wider life of school and ‘go the extra mile’. | Application Form  Interview  References |