

Person Specification

Teaching Assistant Level 3 + SEND



Method of Assessment			
AF: Application Form	I: Interview	O: Observation	T: Task/Activities

Criteria	Essential	Desirable	Method of Assessment
Experience <i>Relevant work and other experience</i>	Experience of working with pupils with SEND	Experience with pupils with Autism	AF/I
	Experience of handling confidential and sensitive information	Experience with working on a one-to-one basis with pupils	AF/I/O
	Experience of communicating to all levels of management		AF/I/T
	Knowledge of policies and codes of practice/legislation		AF/I
	Experience of working in an educational environment		AF/I/T
	Knowledge and understanding of child development especially speech and language		AF/I
	Knowledge of how to move children's learning on through adult facilitation		AF/I
	Knowledge of how to support independent learning		AF/I/O
Skills and Abilities <i>(e.g. written communication skills, dealing with the public)</i>	Knowledge of areas of legislation relevant to SEND	The ability to think ahead and draw up schedules of review and to follow these up as necessary	AF/I
	The ability to follow instructions from the teacher and also be able to work independently	The ability to interpret legislation and statutory guidance relating to SEND practice	AF/I/T
	Excellent communication skills		AF/I
	Literacy and numeracy skills are of a high standard		AF/I
	The ability to manage behaviour effectively		AF/I/O
	The ability to maintain confidentiality		AF/I
	Show initiative and work independently		AF/I
	Competent with IT skills i.e. use of i-pads, interactive whiteboards and their software.		AF/I/T

Education/Qualifications	NVQ Level 3 Qualification or equivalent	Have a recognised SEND qualification	AF
	GCSE: Maths and English grade C or better	Have undertaken safeguarding training	AF
	Good ICT Skills	Paediatric First Aid	AF
		Positive Handling training	AF/I
Other	A flexible and positive attitude		AF/I
	Competent, organised and reliable		AF/I
	Patient		AF/I
	Enjoy working with children		AF/I
	Good team member		AF/I