

Person Specification for a HLTA Post at St. Mary's Church of England Primary School

The school is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced DBS check.

Category	Essential	Desirable	Evidence
Application	<ul style="list-style-type: none"> Fully supported by references Well written, structured and presented application 	<ul style="list-style-type: none"> Knowledge and understanding of current educational issues and their relevance for this school 	<ul style="list-style-type: none"> Application, references
Qualifications	<p>The successful candidate will:</p> <ul style="list-style-type: none"> Have HLTA status or QTS. GCSEs C or above in English, Maths and Science (or equivalent) 	<ul style="list-style-type: none"> Evidence of relevant CPD. 	<ul style="list-style-type: none"> Application, interview
Experience	<ul style="list-style-type: none"> Demonstrable high levels of numeracy and literacy. Experience of working in a primary school setting. Experience of teaching individuals, groups and whole classes. Effective oral and written communication skills. Good organisational and time management skills. Strong ICT skills. Experience of working successfully and collaboratively with class teachers. 	<ul style="list-style-type: none"> Experience in more than one Key Stage. 	<ul style="list-style-type: none"> Letter of application, interview
Professional knowledge and skills	<ul style="list-style-type: none"> Knowledge of relevant school policies, including all current safeguarding procedures. Secure knowledge of the National Curriculum for KS1 and 2. Secure knowledge and understanding of the needs of primary age pupils, including those with special needs. Can demonstrate what constitutes appropriate and successful relationships with children Can demonstrate excellent behaviour management skills 	<ul style="list-style-type: none"> Knowledge of a specialist area. 	<ul style="list-style-type: none"> Application form, lesson observation, interview
Professional Values	<ul style="list-style-type: none"> Able to build successful working relationships. Able to work independently and as part of a team. Empathetic with those facing barriers to their learning. Flexible, adaptable and resilient Demonstrate a commitment to professional development 		<ul style="list-style-type: none"> Application, interview

Personal Attributes	<ul style="list-style-type: none"> • Is enthusiastic, highly motivated and committed. • Is passionate about teaching and learning. • Can demonstrate excellent organisational skills. • Willingness to participate in the full life of the school, including developing extra-curricular activities • Evidence of being able to build and maintain effective working relationships with staff, governors, parents/carers and the wider community. 	<ul style="list-style-type: none"> • Support for an enriched curriculum through out of hours learning/extra-curricular activities. 	<ul style="list-style-type: none"> • Application, references, interview
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Investing in
the **UNIQUENESS**
of each individual

"I Am Fearfully And Wonderfully Made"
– Psalms 139 v14



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