**Prince Bishops Primary School – Enhanced Teaching Assistant**

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| **CATEGORY** | **ESSENTIAL** | **DESIRABLE** |
| **APPLICATION** | * Correctly completed application form
* A covering letter outlining what makes them a suitable candidate for the post (less than 1000 words)
* Fully supported in reference
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| **QUALIFICATIONS** | * A teaching assistant qualification at NVQ Level 3 or its equivalent
* GCSEs in English and Maths at Grade C/4 or above (or equivalents).
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| **EXPERIENCE** | * Experience of successful working in Key Stage 1
* Experience of supporting SEND pupils
* Experience of effectively supporting teaching and learning, skills reflective of the DCC grade 5 job description
* Experience of planning and evaluating learning activities
* Involved in planning programmes of learning for individuals, groups and whole class
* Experience of assessment and recording assessments
* Experience of leading interventions
* Evidence of playing a part in the wider life of the school
 | * Experience of successful working across the Primary phase
* Experience of liaison with external agencies
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| **PROFESSIONAL DEVELOPMENT** | * Commitment to ongoing professional development
 | * Attendance at relevant courses
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| **SKILLS** | * Evidence of maintaining high standards and pupils making at least good progress
* Demonstrate a secure knowledge of child protection procedures
* Able to make and maintain excellent relationships with children, parents and carers, colleagues and outside agency staff
* Excellent communicator in both spoken and written English
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| **SPECIAL KNOWLEDGE** | * Knowledge of the National Curriculum
* Knowledge of early reading and phonics
* Demonstrate an understanding of and taking responsibility for promoting high standards of literacy including the correct use of spoken English.
* Sound knowledge of child development theories
* In-depth knowledge of positive behaviour strategies
* Excellent communication and interpersonal skills
* A willingness to work co-operatively with a wide range of professionals
* Excellent organisational skills
* Ability to build and sustain effective working relationships with a wide variety of people e.g. staff, pupils/children, Governors, parents and the wider community
* Excellent IT skills to enhance pupil learning across the curriculum
 | * Knowledge of effective learning strategies for SEND children
* Read, Write, Inc. trained
* SEMH intervention strategies
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| **PERSONAL ATTRIBUTES** | * Be passionate about educating children to become confident lifelong learners, whilst treating them with respect and offering quality care, guidance and support
* A willingness to try a range of strategies to ensure that all pupils maximise their potential
* Ability to work independently and as part of a team
* Willingness to be fully involved and committed to all aspects of Cotsford Primary life
* Flexible
* Be a good role model to pupils in speech, dress, behaviour and attitude.
* Commitment to the personal development and well-being of all pupils.
* Display warmth, care and sensitivity in dealing with children.
* Ability to use initiative when required.
* Calm and positive approach.
 | • Ability to bring personal interests and enthusiasm to the school community. |

**Person Specification and Criteria for Selection**