**Person Specification**

Post title: Teaching Assistant (Level 3)

Grade: Grade E SCP 8-11

Reports to: Headteacher

|  |  |  |
| --- | --- | --- |
| **Factors** | **Essential** | **Desirable** |
| **Qualifications & Training** | E1E2E3  | Level 3 Teaching Assistant qualification or equivalentA minimum of 4 GCSE’s Grade C or abovePaediatric First Aid Qualification/Training or willingness to obtain |  |  |
| **Experience** | E4E5 | Experience of working in a Primary school.Experience of supporting children with Special Educational Needs. | D2 | Experience of working across different Key Stages  |
|  |  |  |  |
| **Skills** | E6E7E8E9E10E11E12 | An understanding of the needs of pupils..A commitment to ensure that all pupils are supported to achieve the highest standards.Ability to work within a team.Ability to work with pupils on individual targets set by a member of staff.Ability to communicate effectively- orally and in writing.Good organisation and planning skills.The ability to work and support children with SEND needs independently.  |  |  |
|  |  |  |  |
| **Personal Attributes** | E13E14E15E16E17 | A good health and attendance record.ConscientiousGood timekeepingShowing initiativeHard working |  |  |
| **Special Requirements** | E18E19 | A commitment to safeguard the welfare of children Compliance with data protection principles |  |  |
| E20E21E22 | Compliance with Equal Opportunities Policies, the Trust/school Code of Conduct, and all other Trust/school policiesCompliance with health and safety policies, rules and regulationsTo uphold the Catholic ethos of our school. |  |  |
|  |  |  |  |

**April 2024**