

# Teaching Assistant Person Specification



Attributes	Essential	Desirable	How Identified
Qualifications	<ul style="list-style-type: none"><li>• L2 qualification or GCSE equivalent in English and Maths</li></ul>	<ul style="list-style-type: none"><li>• Two years minimum satisfactory experience as a TA, with evidence of INSET undertaken</li><li>• Certificated additional qualifications e.g. NVQ / Diploma / Degree</li><li>• Experience of working with children with a wide variety of learning needs</li><li>• NVQ level 4, Childcare in Education, City and Guilds Advanced Certificate in Learning Support</li></ul>	Letter Interview Application
Job related Experience and Skills	<p>The Level 2 TA should have knowledge and understanding of:</p> <ul style="list-style-type: none"><li>• how children develop;</li><li>• how to support children in literacy and numeracy;</li><li>• supporting children with Special Educational Needs;</li><li>• how children learn and how to motivate them</li><li>• work with an individual or a group;</li><li>• reinforce teaching points during teacher input;</li><li>• clear up misunderstandings and sort out misconceptions;</li><li>• teach new concepts as agreed with the class teacher;</li><li>• model acceptable behaviour;</li><li>• provide strategies for spelling, reading, number skills;</li><li>• extend children's thinking skills;</li><li>• assess children's understanding of text and reading skills;</li></ul>	<ul style="list-style-type: none"><li>• Knowledge of what constitutes effective monitoring of student progress</li><li>• Able to generate new ideas and initiatives</li><li>• Sound knowledge of current educational issues</li></ul>	Letter Interview Application

	<ul style="list-style-type: none"> <li>assess children's understanding of maths concepts;</li> <li>discuss with children their understanding of learning objectives;</li> <li>suggest ways of developing learning;</li> <li>encourage good social skills;</li> <li>update assessments and Individual Education Programmes;</li> <li>liaise with the SENCO and outside agencies;</li> <li>take an active involvement in medium-term planning.</li> </ul>		
<b>Other Relevant Training</b>	<ul style="list-style-type: none"> <li>Evidence of commitment to own professional development</li> </ul>	<ul style="list-style-type: none"> <li>Additional learning/experience</li> </ul>	Letter Application
<b>Person(al) Skills</b>	<ul style="list-style-type: none"> <li>Dynamic</li> <li>Able to interact with and motivate students whilst demonstrating a commitment</li> <li>Organise and prioritise work load and meet deadlines</li> <li>Excellent communication skills</li> <li>Ability to work effectively within a team.</li> <li>Have high standards of punctuality, attendance and personal presentation</li> </ul>	<ul style="list-style-type: none"> <li>Able to work under pressure</li> <li>Able to foster excellent relationships with students</li> </ul>	Letter Interview Application
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>Able to demonstrate an understanding of safeguarding</li> </ul>	<ul style="list-style-type: none"> <li>Have an understanding of and be able to demonstrate a commitment to Equal Opportunities and Diversity</li> </ul>	Letter Interview Application