

Teaching Assistant

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

	Essential	Desirable	Method of assessment
	These are qualities without which the Applicant could not be appointed	These are extra qualities which can be used to choose between applicants who meet all of the essential criteria	
Qualifications	<p><i>The professional, technical or academic qualifications that the Applicant must have to undertake the role or the training that they must have received</i></p> <ul style="list-style-type: none"> • Good basic education to GCSE level in literacy and numeracy 	<p><i>The professional, technical or academic qualifications that the Applicant would ideally have to undertake the role or the training that they should ideally have received</i></p> <ul style="list-style-type: none"> • NVQ Level 3 appropriate training 	<p>Production of the Applicant's certificates</p> <p>Discussion at interview</p> <p>Independent verification of qualifications</p>
Experience	<p><i>The categories of work or organisations, types of achievements and activities required by the Applicant that would be likely to predict success in the role</i></p> <ul style="list-style-type: none"> • Experience of working with young children 	<p><i>The categories of work or organisations, types of achievements and activities that would be likely to contribute to success in the role</i></p> <ul style="list-style-type: none"> • Experience of working in a school environment • Experience of working with SEN pupils • Experience of working on literacy or numeracy 	<p>Contents of the application form</p> <p>Interview</p> <p>Lesson observation</p> <p>Professional references</p>

Skills	<p><i>The skills required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Ability to work in a team • Sound organisational skills • Ability to explain tasks simply and clearly • Ability to promote the enjoyment, engagement and success of pupils • Ability to assist children on an individual basis and in a group setting 	<p><i>The skills that would enable the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Ability to monitor and evaluate teaching and learning • Ability to communicate effectively with a range of people – pupils and teachers 	<p>Contents of the application form</p> <p>Interview</p> <p>Lesson observation</p> <p>Professional references</p>
Knowledge	<p><i>The knowledge required by the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Understanding of the importance of Safeguarding 	<p><i>The knowledge that would enable the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none"> • Understanding of assessment techniques and pupil target setting 	<p>Contents of the application form</p> <p>Interview</p>



Personal competencies, qualities, attitude and behaviours	<p><i>The personal qualities, attitude and behaviours that the Applicant requires to perform effectively in the role and to ensure that the Applicant safeguards and promotes the welfare of children and young people</i></p> <ul style="list-style-type: none">• Supportive of colleagues• Patient• Empathetic• Flexible• Calm• Ability to form and maintain appropriate relationships and personal boundaries with children and young people• Emotional resilience in working with challenging behaviours• Good listener• Good stamina• Strong Sociability skills• Punctual	<p><i>The personal qualities that would assist the Applicant to perform effectively in the role</i></p> <ul style="list-style-type: none">• Outgoing personality• Positive attitude and approach• Ability to understand and work with a range of different personalities	<p>Contents of the application form</p> <p>Interview</p> <p>Professional references</p>
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