

BUCKINGHAM PREPARATORY SCHOOL



(Founded 1937)

Teaching Assistant Lower School

PERSON SPECIFICATION



Selection criteria	Shortlisting	Interview	Assessment
To be keen and enthusiastic to work as part of a small team			
To have some experience of working within a school environment			
Understanding and acceptance of BPS vision and values and ability to promote these			
Ability to support planned activities for pupils, setting clear learning intentions and differentiated tasks.			
Ability to keep records of pupil progress in line with school policy			
Ability to use assessments of pupils' learning to inform future planning for the class teacher.			
Ability to plan and work collaboratively with colleagues			
Good communication skills, both orally and in writing			
Able to manage own workload effectively			
Good interpersonal skills, with the ability to enthuse and motivate others and develop effective relationships with parents			
Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit			
Practises equal opportunities in all aspects of the role and around the workplace in line with policy			
Maintains a personal commitment to professional development to deliver the requirements of this post			
Ability to use ICT to observe plan and track children's progress.			
Understands the requirements of the school's Safeguarding and Children's welfare Policy and the personal responsibility that this brings			