

Person Specification – Teaching and Learning Assistant

|  |  |
| --- | --- |
| Qualifications | * Educational qualifications to at least A Level or equivalent standard ( a higher education qualification is desirable) * GCSE (or equivalent Level 2 qualification) in English and Maths |
| Experience | * Experience of working with young people aged 11-18, preferably in an educational setting * Experience of working in successfully a team |
| Knowledge and Skills | * An understanding of how curriculum planning and development, including the deployment of resources, relates to the achievement of students with AEN * Knowledge and understanding of literacy and numeracy strategies for relevant age groups * Awareness of the 2014 SEN Code of Practice and of its implications in practice * Some knowledge and understanding of the expected patterns of development of young people including physical, intellectual, social, emotional and behavioural development * Familiarity with and ability to set in motion accident / emergency, safety, safeguarding and welfare procedures, according to the Academy policies and procedures * Ability to promote a positive attitude to learning and to school * Excellent communication skills * Ability to use ICT effectively * A high standard of written and oral communications * Awareness of safeguarding principles and safe working practices |
| Personal qualities | * Ability to model good practice alongside teaching colleagues and inclusion staff, demonstrating our values * Excellent attendance and punctuality record * Potential for further career progression in the inclusion field * Be enthused and excited by the possibilities of working at Hampton High * Ability to maintain a calm and professional manner at all times |
| Other | * Excellent record of attendance * A willingness to take part in extra-curricular activities * Commitment to the school’s ethos, aims and its whole community |

Other responsibilities

* Ensure that the School’s Equal Opportunities Policy is implemented and contribute to its regular review
* Carry out supervisory duties in accordance with the published duty rotas
* Contribute to extra-curricular activities and whole School events in accordance with School guidelines.
* Participate fully in the School’s Performance Management programme.
* Recognise own strengths and areas of specialist expertise and use these to lead, advise and support others.
* Undertake other duties commensurate with the status of the post as may from time to time be determined by the Headteacher

It is understood that the need to consider any major change in the manner and scope of responsibilities mentioned above will be through negotiation between the postholder and the Headteacher.