



Teaching Assistant Person Specification

Description	Essential	Desirable	Evidence
1. Appearance	<ul style="list-style-type: none"> <li>• Must be well-presented</li> <li>• Competence in oral skills</li> </ul>		Interview
2. Experience		<ul style="list-style-type: none"> <li>• Previous Teaching Assistant experience is desirable</li> </ul>	Application form
3. Motivation	<ul style="list-style-type: none"> <li>• Willingness to undertake training in order to meet more complex cognitive, emotional and physical needs.</li> <li>• To attend First Aid / MAPA training should this be required</li> </ul>	<ul style="list-style-type: none"> <li>• Creative; a genuine desire to find ways of raising motivation and achievement</li> <li>• Taking and passing the mini bus test if willing to do so</li> </ul>	Interview
4. Personality	<ul style="list-style-type: none"> <li>• Role model for students and staff alike</li> <li>• Flexibility</li> <li>• Resilience</li> <li>• The ability to reflect on own practice and learn from experiences</li> <li>• Commitment to the team ethos</li> <li>• A commitment to equality of opportunity for all students</li> </ul>	<ul style="list-style-type: none"> <li>• An appropriate sense of humour evident through dealings with staff and students</li> </ul>	Interview
5. Skills	<ul style="list-style-type: none"> <li>• A good standard of ICT skills</li> <li>• A-C GCSE or equivalent in English &amp; Maths</li> <li>• Emotionally literate; with proven ability to get the best out of students</li> <li>• Excellent organisational skills, flexible in approach</li> <li>• Confidence and skills to undertake cover work in the absence of the teacher</li> <li>• Excellent time-keeping and reliability</li> </ul>		Interview Application form

Safeguarding Statement:

Woodfield School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.