

CJS – Teaching Assistant Person Specification

POST: Teaching Assistant

FACTOR	ESSENTIAL	DESIRABLE	ASCERTAINED BY
Qualifications and experience	- Level 3 Certificate in Supporting Teaching and Learning in Schools, Level 3 Diploma in Childcare and Education, or other relevant qualification in nursery work or childcare (or willingness to work towards a qualification if not already held) - GCSEs at grades 9 to 4 (A* to C) including English and Maths - At least 1 year of experience of working with children in a primary school setting - Experience of leading small group and individual teaching and learning activities (under supervision)	- Degree linked to core curriculum subject - Higher level qualifications (A level equivalent) in English and/or Maths	- Application Form - Documentary Evidence
Skills and knowledge	- Good literacy and numeracy skills - Good organisational skills - Ability to build effective working relationships with pupils and adults - Skills and expertise in understanding the needs of all pupils - Knowledge of how to help adapt and deliver support to meet individual needs - Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils - Excellent verbal communication skills - Active listening skills - The ability to remain calm in stressful situations - Knowledge of guidance and requirements around safeguarding children - Good ICT skills, particularly using ICT to support learning - Understanding of roles and responsibilities within the classroom and whole school context - Understanding of effective teaching methods - Knowledge of how to successfully lead learning activities for a group of children	- Expertise in one of the core areas of the curriculum - Experience of delivering phonics teaching to groups of pupils	- References - Lesson Observation - Interview
Personal qualities	- Enjoyment of working with children - Sensitivity and understanding, to help build good relationships with pupils - A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school - Commitment to maintaining confidentiality at all times - Commitment to safeguarding pupil's wellbeing and equality		- Application Form - References

Disposition	• Passionate about enabling children to reach their full potential • Displays warmth, care and sensitivity in dealing with children and adults • Open minded, self evaluative and adaptable to changing circumstances and new ideas • Able to enthuse and reflect upon experience • Willingness to be involved in the wider life of the school • Ability to prioritise • Excellent interpersonal/communication skills • When all the above fail, to maintain good sense of humour, a willingness to learn and the will to continue to strive for excellence		• Application Form • References • Interview
SPECIAL REQUIREMENTS	• Disclosure and Barring Scheme clearance is essential • A good health and attendance record. • Willingness to comply with all school policies relating to Health, Safety and wellbeing		• Documentary Evidence • Application • Interview