Person Specification

Teaching Assistant (SEND)

Farnsfield St Michael's C of E Primary School

A Person Specification defines the required qualifications, knowledge, skills and qualities of the staff sought by Minster Trust for Education (MITRE) Trustees in the recruitment and selection process. All members of staff employed by MITRE must support and promote the Trust's aims:

1. Raising the aspiration of all within MITRE to achieve the very best for all members of its learning communities.
2. Working within MITRE and with the wider community to design and deliver an inclusive, innovative and stimulating curriculum for children.
3. Creating a culture and environment where safeguarding and wellbeing are paramount.
4. Developing and nurturing a collective approach to raising achievement through appropriate challenge and support and a commitment to early intervention.
5. Providing a teaching and learning environment and culture where all feel safe to take measured risks in order to learn and grow.
6. Equipping and developing all professionals engaged in delivering the curriculum with excellent knowledge and skills, through high quality leadership and management so that we grow highly effective staff at all levels to ensure there is strength across the Trust.
7. Sharing our teaching and learning environments whilst enabling each school to develop its own culture, beliefs and ethos as appropriate within the overall MITRE framework.
8. Maximising opportunities to share outstanding resources that underpin the teaching and learning environments across MITRE.
9. Creating development plans (Trust and school) to support the strategic vision which is agreed, shared and consistently applied across MITRE.
10. Ensuring Church Schools are run in accordance with the principles and practices of the Church of England.

ATTRIBUTES	REQUIREMENTS	
	Essential	*Desirable*
Education and Training	• Relevant teaching assistant NVQ Level 3 , equivalent or willingness to work towards qualification (W, D) • Excellent grammar, spelling and numeracy skills (W, I)	• Evidence of relevant continued professional development or training (W, D) • First aid training (D) • Safeguarding training (D)
Knowledge and Experience	• An understanding of the different ways in which children learn (W,I) • Knowledge of EYFS and KS1 curriculums, and their respective organisation and assessment for learning practices (W, I) • Demonstrate a commitment to and an understanding of the process of inclusion and equal opportunities (W,I) • Knowledge of strategies to support learning for pupils with SEN (I) • A good understanding of Safeguarding and Child Protection procedures (W, I) • Understand the distinctive nature of a Church of England school, its values and ethos (I) • Be able to follow planning and adapt to need, including individual education plans (W,I) • The ability to observe and assess progress and set targets with the teacher to move pupil's learning forward (W, I) • Experience or training for EYFS and Primary curriculum (W, D) • Working in partnership with parents/carers (I) • Experience of establishing effective working relationships with colleagues (W, I)	• Knowledge of current procedures and strategies for raising standards (I) • Understanding of communication and interaction difficulties (I) • Worked specifically with pupils with SEND on a one-to-one basis or in a group (W, I) • Worked with outside agencies to support SEND (W, I)
Personal Qualities	• Approachable with excellent interpersonal skills (I) • Reliable, committed and punctual (I)	

	• Participate in CPD opportunities, especially interventions strategies for SEND pupils (W, I) • Ability to work independently and as part of a team (W, I) • Calm and patient (I) • Resourceful and flexible (W, I) • Ability to maintain a sense of humour (I)	
Other Conditions	• Able to fulfil all aspects of the Job Description (I). • Set a good example of professional standards and abide by the Trust's and School's Code of Conduct (I). • Must satisfy relevant pre-employment checks (D). • This post will involve contact with vulnerable groups (children, young people and/or adults) and is therefore exempt from the Rehabilitation of Offenders Act 1974 and subject to an Enhanced DBS check (D).	
Equal Opportunities and Safeguarding	• Commitment to equal opportunities (I). • Commitment to safeguarding students with full adherence to child protection and safeguarding policy and staff codes of conduct (I). • Must be able to recognise discrimination in its many forms and be willing to put equality policies into practice (I).	

Evidence key: Written Application (W), Documentary evidence (D), Interview/assessment (I)

Note: When completing your application please ensure that you provide evidence of how you meet those requirements noted as essential and evidenced by your written application (W). Failure to do so is likely to result in you not being shortlisted for interview.