

**PERSON SPECIFICATION**

**TEACHING ASSISTANT (LEVEL 3)**

|                                                                                                                                                                                                | E (essential)<br>D desirable) | A (application)<br>I (interview)<br>T (task) |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------|
| <b>Qualifications and Training</b>                                                                                                                                                             |                               |                                              |
| <ul style="list-style-type: none"> <li>Level 3 Certificate in Supporting Teaching &amp; Learning in Schools (or equivalent)</li> </ul>                                                         | E                             | A                                            |
| <ul style="list-style-type: none"> <li>Good standard of education including GCSE in English &amp; Mathematics at grade 9 - 4</li> </ul>                                                        | E                             | I                                            |
| <ul style="list-style-type: none"> <li>A Levels or equivalent qualifications</li> </ul>                                                                                                        | D                             | A                                            |
| <b>Experience</b>                                                                                                                                                                              |                               |                                              |
| <ul style="list-style-type: none"> <li>Experience of working in a school, college or environment or working with young people</li> </ul>                                                       | E                             | A                                            |
| <ul style="list-style-type: none"> <li>Experience of supporting and guiding young people including an ability to demonstrate improved outcomes</li> </ul>                                      | D                             | A,I                                          |
| <ul style="list-style-type: none"> <li>Experience of maintaining accurate records</li> </ul>                                                                                                   | E                             | A,I                                          |
| <b>Knowledge, Understanding and Skills</b>                                                                                                                                                     |                               |                                              |
| <ul style="list-style-type: none"> <li>Ability to engage in strategies to overcome barriers to learning</li> </ul>                                                                             | E                             | A,I                                          |
| <ul style="list-style-type: none"> <li>Excellent verbal communication and interpersonal skills</li> </ul>                                                                                      | E                             | A,I                                          |
| <ul style="list-style-type: none"> <li>Ability to build effective working relationships with students and colleagues</li> </ul>                                                                | E                             | A,I                                          |
| <ul style="list-style-type: none"> <li>The ability to adapt and deliver support to meet individual needs</li> </ul>                                                                            | E                             | A,I                                          |
| <ul style="list-style-type: none"> <li>Understanding of roles and responsibilities within the classroom and whole school context</li> </ul>                                                    | E                             | I                                            |
| <ul style="list-style-type: none"> <li>Subject knowledge relevant to the role and ability to apply this effectively in supporting students</li> </ul>                                          | E                             | A,I                                          |
| <ul style="list-style-type: none"> <li>Knowledge and understanding of safeguarding procedures</li> </ul>                                                                                       | D                             | I                                            |
| <ul style="list-style-type: none"> <li>A commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets, financial probity and reputation of the school</li> </ul> | E                             | A,I                                          |
| <ul style="list-style-type: none"> <li>The ability to converse at ease with members of the public and provide advice in accurate spoken English is required for this post*</li> </ul>          | E                             | A,I                                          |

| <b>Personal Qualities</b>                                                                     | <b>E (essential)<br/>D desirable)</b> | <b>A (application)<br/>I (interview)<br/>T (task)</b> |
|-----------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------------------------------|
| • Flexible and able to adapt to changing priorities to meet the needs of young people         | E                                     | I                                                     |
| • Commitment to the safeguarding and welfare of all students                                  | E                                     | I                                                     |
| • Excellent team working skills                                                               | E                                     | A,I                                                   |
| • The ability to keep calm in stressful situations                                            | E                                     | A,I                                                   |
| • Sensitivity, patience and understanding                                                     | E                                     | I                                                     |
| • A commitment to maintaining confidentiality at all times                                    | E                                     | A,I                                                   |
| • Commitment to inclusion, equality of opportunity and achievement for all                    | E                                     | A,I                                                   |
| • Willingness to ensure all students achieve their potential and have equality of opportunity | E                                     | A,I                                                   |

**Weatherhead High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

**If successful, you will also be required to apply for a Criminal Record Check from the Disclosure and Barring Service. The level of check required for this post is Enhanced Disclosure, with Barred List check.**

***\* Code of Practice on the English Language requirements for public sector workers***