LAIDLAW SCHOOLS TRUST

Sedgefield Community College

PERSON SPECIFICATION- Apprentice Teaching Assistant

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, indicating experience and where appropriate citing supporting examples within their application.

Qualifications & Training	**Essential/Desirable**	**How Identified**
❑ Level 2 qualifications in English and Maths or equivalent	**E**	Application form/Interview/ Task (if applicable)
❑ Willingness to undertake and complete training to assist students	**E**	
❑ Willingness and ability to obtain and/or enhance qualifications and training for development in the post.	**E**	
Knowledge & Experience	**Essential/Desirable**	**How Identified**
❑ Working flexibly to meet business needs	**E**	Application form/Interview/ Task (if applicable)
❑ Experience of working in a school environment or working with children/young people	**D**	
❑ Previous experience working with children with Special Needs and/or disabilities and/or challenging behaviours	**D**	
❑ Experience of working with students in small groups or in 1:1 situations	**D**	
Skills & Key Criteria	**Essential/Desirable**	**How Identified**
❑ Ability to effectively communicate with a wide range of audiences	**E**	Application form/Interview/ Task (if applicable)
❑ Ability to use standard ICT packages including Microsoft Office	**E**	
❑ Ability to respect and maintain confidentiality, including following general data protection regulations	**E**	

❑ Ability to relate to students in a pleasant and sympathetic manner and to recognise potential child safeguarding issues	**E**	
Personal Attributes	**Essential/Desirable**	**How Identified**
❑ A supportive and co-operative team member	**E**	Application form/Interview/ Task (if applicable)
❑ Ability to work outside normal academy hours in line with academy and community needs	**E**	
❑ Ability to travel to multi-site locations across the Trust	**E**	
Equal Opportunities	**Essential/Desirable**	**How Identified**
❑ Candidates should indicate an acceptance of, and a commitment to, the principles of the Academy's Equal Rights policies and practices as they relate to employment issues and to the delivery of services to the community	**E**	Application form/Interview/ Task (if applicable)
❑ Commitment to equal opportunities policies relating to gender, race and disability in an educational context	**E**	
Safeguarding	**Essential/Desirable**	**How Identified**
❑ Commitment to the protection and safeguarding of children and young people	**E**	Application form/Interview/ Task (if applicable)
❑ Has up to date knowledge of relevant legislation and guidance in relation to working with young people	**D**	