

**Parkgate House School**

**Person Specification**

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| Job Title | **Teaching Assistant** |
| Start Date | **Autumn Term 2017** **31st August 2017** |
| Qualifications and Training | * Good numeracy and literacy skills
* Ability to effectively use ICT to support learning
* First Aid Training (desirable)
* Safeguarding Training (desirable)
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| Personal attributes | * Confidence, warmth, sensitivity, reliability, and enthusiasm
* Ability to communicate effectively with children
* Good interpersonal skills
* Ability to work as part of a team, co-operative and personable
* Professional, hard-working and motivated
* Flexible, friendly approach
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| Skills and Abilities | * The ability to communicate effectively both orally and in writing
* Good personal organisation e.g. time management
* Ability to work independently and as part of a team
* Ability to show initiative in a range of situations
* Ability to work with tact and diplomacy
* Ability to interact positively with pupils, parents and colleagues
* Some experience of planning as part of a team (desirable)
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| Other Factors | * Enhanced DBS check
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*Parkgate House School is an equal opportunities employer. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to an enhanced Disclosure & Barring Service Check.*