

Hawes Down Primary School

The Mead, West Wickham, Kent BR4 0BA

Head Teacher: Ms H Bretherick

Telephone: 020 8777 4174

E-mail: office@hdps.org.uk



PERSON SPECIFICATION - Teaching Assistant

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> ➤ GCSE or equivalent level, including at least a Grade 4 (previously Grade C) in English and maths ➤ First-aid training, or willingness to complete it ➤ Safeguarding training ➤ A teaching assistant qualification is desirable but not essential
Experience	<ul style="list-style-type: none"> ➤ Experience working in a school environment or other educational setting ➤ Experience working in a Reception class is desirable ➤ Experience working with children / young people ➤ Experience planning and delivering learning activities
Skills and knowledge	<ul style="list-style-type: none"> ➤ 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
Personal qualities	<ul style="list-style-type: none"> ➤ 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 ➤ Resilient, positive, forward looking and enthusiastic about making a difference ➤ Capacity to inspire, motivate and challenge children and young people

Part of Impact Multi Academy Trust

Registered Office: Langley Park School for Girls, Hawksbrook Lane, South Eden Park Road, Beckenham, Kent BR3 3BE

A company limited by guarantee registered in England and Wales with number 07697400