



# ACKLAM GRANGE SCHOOL

## PERSON SPECIFICATION: TEACHING ASSISTANT



	<b>Essential</b>	<b>Desirable</b>	<b>Measured by</b>
<b>Qualifications / Training</b>	<ul style="list-style-type: none"> <li>Educated to GCSE standard at Grade A* - C for a minimum of 5 GCSEs including Mathematics and English or equivalent qualifications</li> <li>NVQ Level 2 for Teaching Assistant or equivalent in a relevant subject to complement the role.</li> <li>Commitment to training/ health and safety legislation</li> </ul>	<ul style="list-style-type: none"> <li>NVQ Level 3/ HLTA Level 4 for Teaching Assistant (or recognised equivalent qualification)</li> <li>First Aid qualification</li> </ul>	A/Q A/Q  A/I
<b>Experience</b>	<ul style="list-style-type: none"> <li>Collaborative working within a team</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working to support children's learning gained in a relevant environment</li> </ul>	A/I
<b>Knowledge and Understanding</b>	<ul style="list-style-type: none"> <li>F/Qual working knowledge of relevant policies/codes of practice</li> <li>Understanding of areas of learning, e.g. literacy, numeracy, science, SEN</li> <li>Understanding of principles of child development and learning processes</li> <li>Use of learning technologies</li> <li>Knowledge of a range of classroom behavior strategies</li> </ul>	<ul style="list-style-type: none"> <li>Awareness of requirements of SEN and disability legislation</li> <li>An understanding of curriculum matters</li> </ul>	A/I  A/I  A/I  A/I
<b>Skills</b>	<ul style="list-style-type: none"> <li>High standard of interpersonal and oral/written communication skills</li> <li>Well-developed interpersonal skills to be able to relate well to a wide range of people</li> <li>Good communication skills</li> </ul>	<ul style="list-style-type: none"> <li>Good ICT skills for learning and administrative requirements.</li> </ul>	A/I  I  I
	<b>Essential</b>	<b>Desirable</b>	
<b>Person Characteristics</b>	<ul style="list-style-type: none"> <li>Ability to make relationships easily with young people and adults</li> <li>Ability to motivate students and engage them with their learning</li> <li>Ability to defuse difficult situations</li> <li>Ability to represent student needs to others</li> <li>An enthusiastic approach to working with students</li> <li>Ability to work flexibly and respond to developing needs</li> <li>Reliability and integrity</li> <li>Humour and resilience</li> </ul>		I  I  I  I  A/I  A/I  A/I

**Measured by Key:**

A - Application form

I: Interview

Q: Qualification check