

Person Specification

Job Title:	Teaching Assistant
Salary/Grade:	Grade 3, SCP 9-22 (£25,119.27-£31,363 FTE, Pro Rata)
Working Hours	Part time: 32.5 hours per week, Term Time Only (45.59 working weeks)
Academy Name:	Reaside Academy
Location/Address:	Tresco Close, Frankley, Birmingham. B45 0HY

Greenheart Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We therefore expect all staff and volunteers to work to and within school policies and procedures, including safeguarding, child protection and health and safety.

This post is subject to satisfactory references which will be requested prior to the interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications, plus verification of the right to work in the UK.

	Essential	Desirable	How Identified
Education & Qualifications			Formal possession of an appropriate qualification to be verified at Interview or from records
Appropriate NVQ Level 3 Qualification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
GCSE English and Maths (grades A*-C) or equivalent	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g. presentation, group discussion.
Relevant Experience			
Minimum of 3 years experience as a L3 teaching assistant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g. presentation, group discussion.
Recent relevant experience of working with pupils with Special Needs, particularly Autism.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Skills & Abilities			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g. presentation, group discussion.
Understanding of strategies for teaching and learning to support the activities of individuals and groups of pupils.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Understanding of the Early Years Foundation Stage Curriculum and National Curriculum.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to undertake a range of teaching activities with confidence, working effectively with individual pupils and groups of pupils in the classroom, including pupils within the Resource Base.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to contribute to planning and preparation of lessons and teaching materials and behaviour management.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Essential	Desirable	How Identified
Ability to contribute to assessment and monitoring of pupil progress and contribute to the writing of IEPs as appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Good communication and interpersonal skills.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Good organisational and time management skills.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Disposition			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g. presentation, group discussion
Ability to work collaboratively with teachers and others	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Ability to supervise and disseminate advice and information effectively, as and when required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Willingness to undertake further professional training as appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Commitment to raising standards.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Good sense of humour and a passion to make a difference to children at Woodhouse Primary Academy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Special Requirements			
It is the responsibility of each employee to carry out their duties in line with GLP's ethos and culture of safe working practices for adults working with children and be sensitive and caring to the needs of the disadvantaged, promoting a positive approach to a harmonious working environment.			
Each employee should act as an exemplar on these issues and must, where appropriate, identify and monitor training for themselves and any employees they are responsible for.			

Developed by:	Hayley Carrier
Job Title:	Head Teacher
Date of Issue:	