

Person Specification
Teaching Assistant (Special School)
Level 2 / 3

Essential Criteria	Measure By
Experience • Experience of working with pupils with additional needs	AF / I
Qualifications / Training • Very good numeracy/literacy skills equivalent to GCSE C and above. • NVQ3 or Level 2 Teaching Assistant (or recognised equivalent qualification) • Training in the relevant strategies e.g. literacy and/or in particular curriculum or learning area such as bilingual, sign language, dyslexia, ICT, CACHE, etc.	AF / I
Knowledge / Skills • Understanding of relevant policies/codes of practice. • Good understanding of areas of learning, e.g. literacy, numeracy, science, SEN, Early Years. • Understanding of principles of child development and learning processes and in particular, barriers to learning. • Effective use of ICT to support learning. • Use of other equipment technology – video, photocopier. • Excellent interpersonal skills to be able to relate well to a wide range of people. • Work constructively as part of a team whilst being able to demonstrate initiative. • Good communication skills	AF / I / PE

Behavioural Attributes • Customer focused. • Has a friendly yet professional and respectful approach which demonstrates support and shows mutual respect. • Open, honest and an active listener. • Takes responsibility and accountability • Committed to the needs of the pupils, parents and other stakeholders and challenge barriers and blocks to providing an effective service. • Demonstrates a “can do” attitude including suggesting solutions, participating, trusting and encouraging others and achieving expectations. • Is committed to the provision and improvement of quality service provision. • Is adaptable to change/embraces and welcomes change. • Acts with pace and urgency being energetic, enthusiastic and decisive. • Communicates effectively. • Has the ability to learn from experiences and challenges. • Is committed to the continuous development of staff and others by keeping up to date and sharing knowledge, encouraging new ideas, seeking new opportunities and challenges, open to ideas and developing new skills.	AF / I
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AF Application Form

I Interview

PE Practical Exercise

In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated these will include:

- *Motivation to work with children and young people.*
- *Ability to form and maintain appropriate relationships and personal boundaries with children and young people.*

- *Emotional resilience in working with challenging behaviours and*
- *Attitudes to use of authority and maintaining discipline.*