

Person Specification

Teaching Assistant

Criteria	Essential to basic performance of job	Desirable for fully competent performance of job
TRAINING AND QUALIFICATIONS		
	GCSE or equivalent in Maths and English Level 3 NVQ in Early Years - CACHE, NNEB or equivalent qualifications Willingness to undertake First Aid training if required	Paediatric first aid qualification
SAFEGUARDING		
	A full awareness of health and safety factors and the ability to keep children safe in a school setting. The person will undertake an enhanced DBS check.	
PROFESSIONAL KNOWLEDGE AND UNDERSTANDING		
	Recognised competence in literacy and numeracy Ability to recognise changes in pupils' behaviour and report to the teacher Basic understanding of child development and learning General understanding of national/foundation stage curriculum and other basic learning programmes/strategies Knowledge and use of a range of equipment Basic knowledge of first aid Ability to read and understand instructions Ability to complete reports such as incident report form, behaviour diary, progress reports etc Working and supporting the teaching and learning of children in a school setting	Broad awareness and understanding of medical conditions such as epilepsy etc Awareness of health and safety procedures Experience of one-to-one support, where appropriate NVQ2 or equivalent in related area Knowledge of school policies and procedures Working with or caring for children or child with SEND.
PERSONAL SKILLS AND ABILITIES		
	Ability to self-evaluate learning needs and actively seek learning opportunities Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these Good organisational, record keeping and planning skills Assist teacher with information gathering and resources as appropriate Ability to recognize and resolve or report problems When supervising/working with small groups of pupils the post holder must be able to adapt support given to pupils	Providing information to other members of staff in relation to pupils' behaviour, activities and general progress Ability to use keyboard and mouse required if supporting pupils using IT equipment Effective use of ICT to support learning Use of other equipment technology - video, photocopier, iPads Understanding of relevant policies/codes of practice and awareness of relevant legislation