



## Person Specification: Special Support Teaching Assistant

Key Criteria	Essential	Desirable	Evidence
Qualifications and Training	<ul style="list-style-type: none"> <li>Minimum of 5 A*-C GCSE (or equivalent) including English &amp; Maths</li> <li>NVQ Level 3 for Teaching Assistants or equivalent qualification or experience</li> </ul>	<ul style="list-style-type: none"> <li>Willingness to undergo further training and development</li> <li>Qualified in First Aid</li> <li>Training in the relevant strategies, eg literacy and/or, in particular, curriculum or learning area eg bilingual, sign language, dyslexia, ICT, maths, English, CACHE etc</li> </ul>	Application/Interview
Experience	<ul style="list-style-type: none"> <li>Expertise of working with children age 11-16</li> <li>Previous Teaching Assistant experience</li> </ul>	<ul style="list-style-type: none"> <li>Previous experience of working in a secondary school</li> </ul>	Application/Reference
Competence	<ul style="list-style-type: none"> <li>Good time management and organisational skills</li> <li>Excellent ICT skills</li> <li>Effective communication in speech and writing</li> <li>Ability to self-evaluate learning needs and actively seek learning opportunities</li> <li>Have a good understanding of the principles of child development and learning processes</li> <li>Ability to relate well to children and adults</li> <li>Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation</li> <li>Working knowledge of national/foundation curriculum and other relevant learning programmes/strategies</li> <li>Ability to work constructively as part of a team: understanding classroom roles and responsibilities and your own position within these</li> <li>Ability to use initiative</li> </ul>	<ul style="list-style-type: none"> <li>Have an understanding of Health &amp; Safety within the workplace</li> </ul>	Application/Interview
Personal Qualities	<ul style="list-style-type: none"> <li>Shares the school's core values</li> <li>Flexibility</li> <li>Team player</li> <li>Positive, encouraging attitude</li> <li>Insightful</li> <li>Reflective</li> <li>Supportive</li> </ul>	<ul style="list-style-type: none"> <li>Good sense of humour</li> </ul>	Application/
Other requirements	<ul style="list-style-type: none"> <li>Good record of health and attendance</li> <li>Smart appearance</li> <li>Satisfactory DBS Clearance</li> </ul>	<ul style="list-style-type: none"> <li>Willingness to take responsibility for own development</li> </ul>	Interview/ Presentation/ References

