



Person Specification: Special Support Teaching Assistant

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

