

## **PERSON SPECIFICATION: Teaching Assistant**

Job Title: Teaching Assistant

Line Manager: SENCO

This person specification should be used in relation to the relevant Job Description

	Essential	Desirable
Qualifications	The Teaching Assistant should have:  • good basic education to GCSE level in literacy and numeracy, or the equivalent	In addition, the Teaching Assistant might have experience of:  • Education to A Level • A relevant qualification in Childcare and/or Education • First Aid qualification • Health and Safety training
Experience	<ul><li>The Teaching Assistant should have:</li><li>Experience of working with children in a Primary school</li></ul>	In addition, the Teaching Assistant might have experience of:  • Working with Upper KS2 pupils
Knowledge and Understanding	The Teaching Assistant should have knowledge and understanding of:  • the needs of children;  • child development and the ways in which children learn;  • the roles played by various adults in a child's education.	<ul> <li>behaviour management strategies;</li> <li>equal opportunities</li> <li>safeguarding</li> </ul>
Skills	<ul> <li>help all staff to achieve their objectives;</li> <li>assist children on an individual basis, in small group and whole class work;</li> <li>explain tasks simply and clearly and foster independence;</li> <li>supervise children, and adhere to defined behaviour management policies;</li> <li>accept and respond to authority and supervision;</li> <li>work with guidance, but under limited supervision and ability to show initiative;</li> <li>liaise and communicate effectively with others whilst maintaining confidentiality;</li> <li>demonstrate good organisational skills;</li> <li>reflect on and develop professional practice;</li> <li>display work effectively, and make and maintain basic teaching resources.</li> <li>Know and apply positive handling techniques for managing behaviour and personal skills</li> </ul>	<ul> <li>In addition, the Teaching Assistant might also be able to:</li> <li>monitor, record and make basic assessments about individual progress</li> <li>suggest alternative ways of helping children if they are unable to understand;</li> <li>describe, in simple terms, the process of behaviour management with children;</li> <li>identify gaps in their own experience that they need help in filling;</li> <li>demonstrate the ability to learn and adapt from past experience</li> </ul>