

**Ox Close Primary School**

**Person Specification: Higher Level Teaching Assistant**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Evidence** |
| **Application and Qualifications** | * Letter of application of no more than 1000 words outlining the suitability for the position. * Must have Higher Level Teaching Status. * Teaching assistant NVQ Level 4 relevant to the Key Stage or its equivalent. * Excellent communication skills, both verbal and written. | * A valid Paediatric First Aid Certificate * Evidence of further study – and/or professional qualifications | Application  Certificates |
| **Experience** | * Experience of working in a school environment. * Experience of planning and evaluating learning activities. * Involved in planning and delivering programmes of learning for individuals, groups and whole class. | * Experience of working in more than one Key Stage. | Application  Interview  References |
| **Skills, Knowledge &**  **Understanding** | * Understanding the statutory requirements of legislation concerning safeguarding, child protection, health and safety, equalities and inclusion. * Ability to relate well with children and adults. * Ability to work independently with individual children, small groups of children and whole class. * Ability to use initiative when required. * Ability to work as a member of a team. * A willingness to work co-operatively with a wide range of professionals. * Use ICT effectively to support teaching and learning. * Ability to work within the LA and School policies and guidelines. * Working knowledge of EYFS Framework and the National Curriculum for KS1 & 2. * Demonstrate an understanding of safeguarding children | * Willingness to develop new skills through attendance at relevant training and events. * Experience of supporting pupils with SEND and knowledge of the SEND Code of Practice | Application  Interview  References |
| **Personal Attributes** | * Sensitive to the needs of children and their parents/carers. * Ability to work as part of a team. * Positive, calm approach. * Committed to professional development. * Passionate about helping children succeed. * To be prepared to take a full and active role in the life of the school. * Flexible. |  | Interview  References |