

**Ox Close Primary School**

**Person Specification: Higher Level Teaching Assistant**

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|  | **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
 | ApplicationCertificates |
| **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.
 | ApplicationInterviewReferences |
| **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 InterviewReferences |
| **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.
 |  | InterviewReferences |