Vane Road Primary School

Personal Specification – Early Years Teaching Assistant Level 3

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|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Qualifications and training** | * Relevant qualification at NVQ 3 or equivalent qualification in a relevant discipline * Have a good general knowledge and understanding of Early Years learning | * Qualification in a specific area of learning or SEN * First aid certificate | Application form  Certificates |
| **Experience** | * Current experience of working within an Early Years Setting * Had experience of working with individuals, groups * Current experience of planning and evaluating learning experiences * Currently involved in planning of learning for individuals, groups and whole class * Experience of working with children with general and specific learning difficulties | * Experience of delivering Letters and Sounds * Experience delivering intervention programmes | Application form  Interview  Reference |
| **Skills, knowledge and aptitude** | * Excellent knowledge and Understanding of the Early Years Framework * Ability to relate well with children and adults * Be an excellent role model for all children at all times * Ability to use own skills to support pupils’ learning * Good written and oral communication skills * Ability to work flexibly either on own or as part of a team * Enthusiasm and ability to use initiative * Ability to contribute to meetings and liaise with other agencies * Willingness to undertake further appropriate training as required by the Headteacher | * Knowledge of Bug Club reading scheme * Have Child Protection training * Working knowledge of national curriculum * Use ICT effectively to support teaching and learning | Application form  Interview  Reference |
| **Additional Factors** | * Approachable manner, reliable, conscientious, articulate * Sensitive to the needs of vulnerable children and their parents * Commitment to achieve high standards and to continuing personal and professional development * To have a creative approach to children’s learning including the ability to create an effective learning environment * High level of confidentiality and discretion * Enthusiasm and drive. * Calm approach with high expectations * Possess excellent behaviour management skills within an Early Years setting | * Willingness to get involved in school life and support extra-curricular activities | Interview  Reference |