The Roman Catholic Diocese of Hexham and Newcastle
In partnership with
Bishop Wilkinson Catholic Education Trust

Person Specification
Teaching and Curriculum Support Assistant Level 3

Application	
Criteria	Essential/Desirable
Well presented application form	Essential

Experience	
Criteria	Essential/Desirable
Experience of working in a Primary school.	Essential
Experience of working in Key Stage 2	Desirable
Experience of supporting KS2 Statutory Assessments	Desirable
First Aid Qualification	Desirable

Knowledge, Skills and Abilities	
Criteria	Essential/Desirable
An understanding of the needs of pupils.	Essential
A commitment to ensure that all pupils are supported to achieve the highest standards.	Essential
Ability to work within a team.	Essential
Ability to work with pupils on individual targets set by a member of staff.	Essential
Good communication skills.	Essential
Good organisation and planning skills.	Essential

Personal Attributes	
Criteria	Essential/Desirable
A good health and attendance record.	Essential
Practising Catholic or willing to support the Catholic practices of our school.	Essential
Able to work unsupervised.	Essential
Conscientious	Essential
Good timekeeping	Essential
Showing initiative	Essential
Hard working	Essential

References	
Criteria	Essential/Desirable
Fully supportive without reservation	Essential