**Catchgate Community Primary School**

**Teaching Assistant Person Specification**

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| **Criteria** | **Essential** | **Desirable** | **Method of Assessment** |
| **APPLICATION** | * Fully supported references one of which must be from your current or most recent employer
* Well-presented application form
 |  | Application Form |
| **QUALIFICATIONS** | * A teaching assistant qualification at NVQ Level 3 (or equivalent)
* Understanding of child development
* Good numeracy/literacy skills
 | * First Aid qualification
* Evidence of recent and relevant child Protection/Safeguarding training
 | Application Form |
| **EXPERIENCE &****KNOWLEDGE** | * Experience of working under teacher direction to enable pupils to make progress
* Experience of evaluating learning activities through observation
* Contributing to planning programmes of learning for individuals, groups and whole class
 | * Experience of working in a school setting in a paid or voluntary context.
* Awareness of the needs children with special educational needs
 | Application FormReferences |
| **SKILLS & APTITUDE** | * Ability to relate well with children and adults
* Ability to work independently with an individual child
* Excellent behaviour management skills
* Ability to use initiative when required
* Ability to work as a member of a team
* Knowledge and understanding of phonics
* Good communication skills – written and verbal
* Use ICT effectively to support teaching and learning
* Accurate record keeping
* Ability to prioritise and flexibility to adapt where necessary
* Select and adapt appropriate resources/methods to facilitate agreed learning activities.
* Ability to note children’s progress and suggest next steps to move learning forward.
 | * Experience of delivering proven interventions
* Familiarity with EHCPs
 | Application FormInterviewReferences |
| **PERSONAL ATTRIBUTES** | * Sensitive to the needs of children and their parents/carers
* Calm and positive approach
* Committed to professional development
* Attend and participate in relevant meetings as required as well as participate in training and other learning activities and performance development as required
* Can be flexible and adaptable.
 | * Willingness to be involved in the wider life of school and ‘go the extra mile’.
 | Application FormInterviewReferences |