

**Viewley Hill Academy**  
**Level 3 Teaching Assistant Person Specification**

Area	Essential Criteria	Desirable Criteria
Qualifications	<ul style="list-style-type: none"> <li>NVQ Level 3 or equivalent</li> <li>Willingness to attend training and take part in development opportunities</li> <li>GCSE Grade C or equivalent in English and Maths</li> </ul>	<ul style="list-style-type: none"> <li>First aid qualification</li> <li>Positive Handling or equivalent</li> <li>Safeguarding Training</li> </ul>
Experience/Knowledge	<ul style="list-style-type: none"> <li>Experience of working with primary aged children with a wide range of abilities</li> <li>Experience of supporting teaching &amp; learning with groups of pupils</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with children within Key Stage 2</li> <li>Experience of organising and delivering intervention programmes</li> <li>Understanding of Key Stage 1 and 2 Guidance, Curriculum and Expectations</li> </ul>
Skills	<ul style="list-style-type: none"> <li>Ability to work effectively within a team environment, understanding classroom roles and responsibilities</li> <li>Ability to build effective working relationships with all pupils and colleagues</li> <li>Ability to adapt own approach in accordance with pupils needs</li> <li>Experience of resources preparation to support learning programmes</li> <li>Excellent communication skills</li> <li>The ability to manage behaviour of children in a positive and supportive manner</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of current intervention programmes used to support learning.</li> <li>Working knowledge of relevant policies/codes of practice/legislation</li> <li>Effective use of IT to support learning</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>Friendly, approachable and professional manner</li> <li>A commitment to working as part of the whole school team and supporting the vision and aims of the school</li> <li>High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements</li> <li>Ability to consistently model the positive value, attitudes and behaviour they expect from the pupils with whom they work</li> <li>Able to improve their own practice through observations, evaluation and discussion with colleagues</li> <li>Willingness to learn</li> </ul>	