

Person Specification

Teaching Assistant

Selection Criteria		Assessment Method	
EXPERIENCE	ESSENTIAL	DESIRABLE	MEASUREMENT
A minimum of one years' experience of working with children (either paid or unpaid capacity) preferably in a secondary education setting (KS3 and KS4)	✓		Application interview
Experience of working with children with special needs		✓	Application interview
QUALIFICATIONS			
Grade C GCSE or above in English & Mathematics or equivalent	✓		Application
Teaching and Learning qualification		✓	Application
KNOWLEDGE			
General understanding of the curriculum and learning strategies used within a classroom	✓		Application interview
Knowledge of different types of Special Education Needs		✓	
An insight to the barriers to learning students can have	✓		Application interview
An understanding as to how SEN can impact behaviour within the school environment.	✓		Application interview
SKILLS			
Able to work with students individually and in groups and assess their progress	✓		Application interview
Competent ICT skills and an ability to use ICT to support learning within the classroom	✓		Application interview
Ability to communicate orally and in writing - to participate in team meetings, be able to keep accurate records, give feedback and produce reports	✓		Application interview

Good organisational and time management skills	✓		Application interview
Ability to effectively manage student behaviour in accordance with the school's behaviour management policy and procedure.	✓		Application and interview
ATTITUDE			
Adaptability and flexibility in working practices	✓		Interview
A proactive attitude to work and an ability to work under your own initiative	✓		Application interview
An ability to listen carefully and help unobtrusively being mindful of individual students needs	✓		Application interview
Ability to empathise and be positive with young people	✓		Application interview
Able to engage constructively with, and relate to, a wide range of young people from different backgrounds	✓		Application interview
Ability to work effectively as part of a team and to form positive professional relationships with colleagues and external agencies	✓		Application interview
Commitment to adhere school policies and procedures relating to health and safety, confidentiality and data protection	✓		Application and interview
Commitment to the continuing professional development of self and others within the school	✓		Interview
SAFEGUARDING AND CONFIDENTIALITY			
Knowledge of best practice and procedures for safeguarding children and young people	✓		Application form interview
Ability to demonstrate high levels of confidentiality and discretion	✓		Application interview