

## Person Specification – Teaching Assistant Level 3

CRITERIA	QUALITIES
<b>Qualifications and Experience</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>• GCSEs at grades 9 to 4 (A* to C) including English and maths</li> <li>• Experience of working with children</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>• Level 2 or 3 Certificate in Supporting Teaching and Learning in Schools, Level 3 Diploma in Childcare and Education, or other relevant qualification in nursery work or childcare</li> </ul>
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>• Good literacy and numeracy skills</li> <li>• Good organisational skills</li> <li>• Ability to build effective working relationships with pupils and adults</li> <li>• Skills and expertise in understanding the needs of all pupils</li> <li>• Knowledge of how to help adapt and deliver support to meet individual needs</li> <li>• Excellent verbal communication skills</li> <li>• Active listening skills</li> <li>• The ability to remain calm in stressful situations</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Good ICT skills, particularly using ICT to support learning</li> <li>• Understanding of roles and responsibilities within the classroom and whole school context</li> <li>• Knowledge of how to successfully lead learning activities for a group or class of children</li> <li>• Knowledge of how to support learners in accessing the curriculum in accordance with the SEND code of practice</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Enjoyment of working with children</li> <li>• Sensitivity and understanding, to help build good relationships with pupils</li> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding pupil's wellbeing and equality</li> </ul>

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Headteacher/Principal**

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

**Postholder**