

**Person Specification – Teaching Assistant**

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|  | **Essential** | **Desirable** |
| **Qualifications** |
| GCSEs at grades 9 to 4 (A\* to C) including English and maths  | ✓ |  |
| Educated to degree level or Equivalent  |  | ✓ |
| **Experience**  |
| Experience of working with young children and their families in a multicultural environment |  | ✓ |
| Experience of developing and delivering individual education programmes for children with specific needs |  | ✓ |
| Experience of the management and improvement of progress of students with SEND by implementing group and individualised support programmes |  | ✓ |
| Experience of working with students with special needs and training in moving and handling |  | ✓ |
| Experience of using email / internet | ✓ |  |
| **Personal** |
| Commitment to safeguarding pupil’s wellbeing and equality | ✓ |  |
| Must be well organised | ✓ |  |
| Enjoyment of working with children  | ✓ |  |
| Excellent communication skills in writing and orally at all levels | ✓ |  |
| Ability to work under pressure whilst maintaining a positive and professional attitude | ✓ |  |
| Ability to work as part of a team | ✓ |  |
| Ability to organise and prioritise workload and work on own initiative | ✓ |  |
| Ability to take accurate messages and follow up where necessary | ✓ |  |
| Ability to communicate effectively with staff, students, parents and agencies/ statutory bodies etc. and maintain good working relationships | ✓ |  |
| Flexible and willing to contribute to the success of the team | ✓ |  |
| **Relationships** |
| Have excellent interpersonal skills and be able to communicate effectively | ✓ |  |
| Ability to develop good relations with staff and pupils and the wider school community | ✓ |  |