

St Mary's Catholic Primary School

Teaching Assistant Post

PERSON SPECIFICATION

POST TITLE: Teaching Assistant - Level 2

GRADE: Band 4

| | ESSENTIAL | DESIRABLE | METHOD OF ASSESSMENT |
|-------------------------------------|---|--|---------------------------------------|
| Educational Attainment | <ul style="list-style-type: none"> NVQ 3 in education or equivalent GCSE or equivalent in English and maths | <ul style="list-style-type: none"> Evidence of further training/Development relevant to the post First Aid qualification Recognised safeguarding qualification | Application form Certificates |
| Work Experience | <ul style="list-style-type: none"> Experience of working in an school environment relevant to the post Experience of working as a teaching assistant. Experience of working with or caring for children of relevant age | <ul style="list-style-type: none"> Experience of working with children with additional needs Experience dealing with parents or members of the public Experience of using ICT in a work environment | Application form References |
| Knowledge/ Skills/ Aptitudes | <ul style="list-style-type: none"> Effective use of ICT to support learning Use of resources – computer, interactive whiteboard, photocopier etc Recent knowledge of relevant policies/codes of practice and legislation Recent knowledge of safeguarding legislation Understanding of national curriculum and other basic learning programmes/strategies Basic understanding of child development and learning Ability to self-evaluate learning needs and actively seek learning opportunities Ability to relate well to children and adults Work constructively as part of a team, understanding roles and responsibilities and your own position within these Good numeracy skills Good command of written and spoken English Training in relevant learning strategies to enable the support of children in the school setting. | <ul style="list-style-type: none"> Up to date safeguarding training | Interview References Short task |
| Disposition | <ul style="list-style-type: none"> Patient and tolerant Committed to the principles of equality and diversity Flexible approach to work Willing to undertake training as required Able to build up good relationships with parent, pupils and colleagues | | Interview References |
| Circumstances | <ul style="list-style-type: none"> Enhanced clearance from the Disclosure and Barring Service | | DBS check |

