**Person Specification**

**POST:** Teaching Assistant

**POST REQUIREMENTS**

* Level 2 CACHE qualification Desirable
* Completed CES Application Form Essential
* Documentary evidence of qualifications upon request Essential
* Two supportive and satisfactory references Essential

**KNOWLEDGE AND**

**UNDERSTANDING**

To have a clear understanding of: Essential

* How children develop
* How to support children in Literacy and Numeracy
* How to support children with Special Educational Needs or Disabilities
* How to motivate children to learn
* To have competent ICT skills in order to support children’s learning and use of ICT Essential

**COMMUNICATION**

* The ability to communicate effectively in a verbal and written form Essential
* Evidence of effective communication in the Application Form Essential
* Evidence of effective communication in interview Essential

**SKILLS AND APTITUDES**

* To be able to reinforce main teaching points to children Essential
* To be able to address pupils’ misconceptions and clarify expectations Essential
* To teach new concepts under the direction of the class teacher Essential
* To have the ability to develop and maintain good professional relationships

with colleagues, pupils and parents Essential

* To encourage high standards of behaviour and conduct Essential
* To liaise with the SENDCo and other outside professionals when required to Essential
* To support teachers in gathering evidence as part of the on-going assessment

of pupils. Essential

* To be able to discuss learning with children and identify areas Essential

for improvement

**DISPOSITION**

* To be committed to ensuring good progress for children of all abilities Essential
* To be committed to safeguarding children Essential
* Able to maintain confidentiality Essential
* To be flexible in light of unexpected changes and challenges Essential
* A calm and approachable manner Essential