

**Person Specification: Special Support Teaching Assistant**

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| **Key Criteria** | **Essential** | **Desirable** | **Evidence** |
| Qualifications and Training | * Minimum of 5 A\*-C GCSE (or equivalent) including English & Maths
* NVQ Level 3 for Teaching Assistants or equivalent qualification or experience
 | * Willingness to undergo further training and development
* Qualified in First Aid
* Training in the relevant strategies, eg literacy and/or, in particular, curriculum or learning area eg bilingual, sign language, dyslexia, ICT, maths, English, CACHE etc
 | Application/Interview |
| Experience | * Expertise of working with children age 11-16
* Previous Teaching Assistant experience
 | * Previous experience of working in a secondary school
 | Application/Reference |
| Competence | * Good time management and organisational skills
* Excellent ICT skills
* Effective communication in speech and writing
* Ability to self-evaluate learning needs and actively seek learning opportunities
* Have a good understanding of the principles of child development and learning processes
* Ability to relate well to children and adults
* Full working knowledge of relevant policies/codes of practice and awareness of relevant legislation
* Working knowledge of national/foundation curriculum and other relevant learning programmes/strategies
* Ability to work constructively as part of a team: understanding classroom roles and responsibilities and your own position within these
* Ability to use initiative
 | * Have an understanding of Health & Safety within the workplace
 | Application/Interview |
| Personal Qualities | * Shares the school’s core values
* Flexibility
* Team player
* Positive attitude
* Insightful
* Reflective
* Supportive
 | * Good sense of humour
 | Application/ |
| Other requirements | * Good record of health and attendance
* Smart appearance
* Satisfactory DBS Clearance
 | * Willingness to take responsibility for own development
 | Interview/Presentation/References |