

ESH WINNING PRIMARY SCHOOL

**Person Specification**

|  |  |
| --- | --- |
| **JOB TITLE** | 2-Year-Old Provision Teaching Assistant |
| **GRADE** | SCP 3-4 |

|  |  |
| --- | --- |
| **Minimum Essential Requirements** | **Method of Assessment** |
| **Experience/Qualifications** | |
| Hold an appropriate Level 3 qualification | Application form |
| **Knowledge** | |
| Knowledge and understanding of the EYFS curriculum, age range, learning styles or SEN as determined by the SEN Code of Practice or the particular needs of the school pupils | Interview / application form |
| To have due regard for equal opportunities, confidentiality, child protection procedures and Health & Safety issues | Interview / application form |
| Ensure that pupil’s safety is a priority at all times | Interview / application form |
| Have due regard to confidentiality, child protection procedures, Health and Safety,  other statutory requirements and the policies of Esh Winning Primary School | Interview / application form |
| **Skills and Competencies** | |
| Be able to work in line with school policies and procedures | Interview / application form |
| Be able to support pupils in a variety of situations | Interview / application form |
| Assisting in the preparation and review of learner plans | Interview / application form |
| To be able to work cooperatively as part of a team. | Interview / application form /reference |
| Ability to support with documenting children’s learning and development together with basic administration tasks (e.g. Record keeping copying, displays.) | Interview / application form |
| Be able to support with the monitoring, recording and evaluation of pupils’ progress, including providing feedback on observations undertaken | Interview / application form |
| Ability to assist in the assessment of individual pupils and to carry out individual observations together with a good knowledge of how children develop and learn effectively. | Interview / application form |
| Be able to support with developing effective approaches to manage behaviour and discipline problems | Interview / application form |
| Have high expectation of all pupils and be committed to raising their education achievement | Interview / application form |
| Capacity to assisting in compiling and maintaining pupils’ records | Interview / application form |
| Undertaking duties in connection with personal hygiene and welfare of pupils as directed by the teaching staff | Interview / application form |
| Be able to use ICT to support learning | Interview / application form |
| Be a role model for pupil in terms of appearance and behaviour | Interview / application form / reference |
| Be flexible and reliable | Interview / application form / reference |
| Be willing and able to provide occasional cover / supervision in the absence of the class teacher | Interview / application form |
| Be willing to undertake general hygiene routines in the environment | Interview / application form |