

SEND TEACHING ASSISTANT Person Specification

JOB TITLE: Special Educational Needs Teaching Assistant

SALARY: Grade 5 or 6 depending on experience

RESPONSIBLE TO: SENCO

1. Qualifications & Training

Essential:

- Minimum of GCSEs (or equivalent) in **English and Maths (Grade 4/C or above)**

Desirable:

- Relevant qualification in childcare, education, or SEND (e.g., Level 2 or 3 Teaching Assistant qualification or equivalent)
 - Additional training in Special Educational Needs and Disabilities (SEND)
 - First Aid qualification
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2. Experience

Essential:

- Experience working with children or young people in an educational or care setting
- Experience supporting pupils with additional needs, such as autism, ADHD, or learning difficulties
- Experience working as part of a team

Desirable:

- Experience supporting pupils with EHCPs (Education, Health and Care Plans)
 - Experience of supporting pupils' emotional regulation
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3. Knowledge & Understanding

Essential:

- Understanding of SEND and inclusive education practices
- Basic knowledge of child development
- Awareness of safeguarding procedures

Desirable:

- Understanding of strategies to support learning, behaviour, and emotional regulation
 - Knowledge of specific needs such as ASD (autistic spectrum disorder), ADHD (attention deficit hyperactivity disorder) or SEMH (social, emotional, and mental health)
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4. Skills & Abilities

Essential:

- Strong communication skills
- Ability to build positive relationships with pupils, staff, and parents
- Good organisation and time management skills
- Ability to remain calm and patient under pressure
- Ability to work independently and as part of a team

Desirable:

- Ability to use ICT to support learning
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5. Personal Qualities

Essential:

- Compassionate, patient, and empathetic approach
- Commitment to inclusive education and equal opportunities
- Reliable, flexible, and adaptable
- Resilient with a positive attitude
- High level of professionalism and confidentiality

Desirable:

- Enthusiastic and proactive approach to improving practice
 - Willingness to undertake continuous professional development (CPD)
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6. Other Requirements

Essential:

- Commitment to safeguarding and promoting the welfare of children and young people
 - Willingness to undertake relevant training and development
 - Suitable to work with children (subject to enhanced DBS check)
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