

**Person Specification**  
**Teaching Assistant – Teaching and Learning**  
**Level 3**

	<b>Essential Criteria</b>	<b>Measured by</b>
	<b>Experience</b> <ul style="list-style-type: none"> <li>· Supporting children's learning in a school.</li> <li>· Experience of working within a primary setting</li> </ul>	AF/I
	<b>Qualifications/Training</b> <ul style="list-style-type: none"> <li>· English and Maths GCSE grade c or above (or equivalent) .</li> <li>· NVQ 3 for Teaching Assistants (or demonstrate equivalent knowledge skills and experience.</li> <li>· Hold a current valid first aid certificate or be prepared to undertake first aid training as appropriate. (Eg emergency first aid course).</li> </ul>	T AF/I
	<b>Knowledge/Skills</b> <ul style="list-style-type: none"> <li>· Understanding of relevant policies/codes of practice.</li> <li>· Good understanding of the Primary Curriculum e.g. literacy, numeracy, and Early Years.</li> <li>· Use of other equipment technology – video, photocopier.</li> <li>· Well-developed interpersonal skills to be able to relate well to a wide range of people. · Work constructively as part of a team whilst being able to demonstrate initiative. · Good communication skills.</li> <li>· Effective use of ICT to support learning.</li> <li>· Willing to undertake ongoing professional development</li> </ul>	AF/I/A
	<b>Behavioural Attributes</b> <ul style="list-style-type: none"> <li>· Child focused.</li> <li>· Has a friendly yet professional and respectful approach which demonstrates support and shows mutual respect.</li> <li>· Open, honest and an active listener.</li> <li>· Takes responsibility and accountability.</li> <li>· Committed to the needs of the pupils, parents and other stakeholders and to challenge barriers and blocks in order to provide a positive learning environment.</li> <li>· Demonstrates a “can do” attitude including suggesting solutions, participating, trusting and encouraging others and achieving expectations.</li> <li>· Is committed to the provision and improvement of quality service provision. · Is adaptable to change/embraces and welcomes change.</li> <li>· Acts with pace and urgency being energetic, enthusiastic and decisive. · Communicates effectively.</li> <li>· Has the ability to learn from experiences and challenges.</li> <li>· Is committed to the continuous development of self and others by keeping up to date and sharing knowledge, encouraging new ideas, seeking new opportunities and challenges, open to ideas and developing new skills.</li> </ul>	AF/I

## AF - Application form A – Assessment I – Interview T - Test

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Adapted from SCC Job Profile – TA Teaching & Learning (occasional cover) – C1198

**Note 1:**

***In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated, these will include:***

***Motivation to work with children and young people.***

- ***Ability to form and maintain appropriate relationships and personal boundaries with children and young people.***
- ***Emotional resilience in working with challenging behaviours and***
- ***Attitudes to use of authority and maintaining discipline.***

