



# Person Specification: L3 Teaching Assistant with Breakfast Club Lead Grade 3

THE OAKS PRIMARY SCHOOL



PERSON SPECIFICATION

Job Title: Teaching Assistant Level 3 with Breakfast Club Lead

Grade: GR3

CRITERIA	ESSENTIAL
<b>EXPERIENCE</b>	Experience of supporting teaching and learning in a classroom environment, including those pupils with special educational needs
<b>SKILLS AND ABILITIES</b>	<p>A good standard of education particularly in English and Mathematics</p> <p>Knowledge of the legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment</p> <p>Knowledge of SEN Code of Practice</p> <p>Knowledge of strategies to recognise and reward efforts and achievements towards self-reliance that are appropriate to the age and development stage of the pupils</p> <p>Ability to provide classroom cover – with agreed parameters – in the absence of the class teacher</p> <p>Ability to consistently and effectively implement agreed behaviour management strategies</p> <p>Ability to use language and other communication skills that pupils can understand and relate to</p> <p>Ability to establish positive relationships with pupils and empathise with their needs</p> <p>Ability to demonstrate active listening skills</p> <p>Ability to provide levels of individual attention, reassurance and help with learning tasks as appropriate to pupils’ needs, encouraging the pupils to stay on task</p>

	<p>Ability to monitor the pupils' response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes</p> <p>Ability to carry out and report on systemic observations of pupils' knowledge understanding and skills</p> <p>Ability to assist in the recording of lessons and assessment as required by the teacher</p> <p>Ability to offer constructive feedback to pupils to reinforce self-esteem</p> <p>Ability to work effectively and supportively as a member of the school team</p> <p>Ability to work within and apply all school policies e.g. Safeguarding, Behaviour Management, Health and Safety, Equal Opportunities</p> <p>An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by <b>Part 7 of the Immigration Act 2016</b></p>
<b>TRAINING</b>	Willingness to participate in training and developmental opportunities as required by the school
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• NVQ Level 3 Supporting Teaching &amp; Learning (or equivalent)</li> <li>• GCSE Level Maths and English Grade C / 4+</li> </ul>
<b>OTHER</b>	To maintain confidentiality on all school matters
<b>CONTRA INDICATION</b>	