

HLTA Person Specification

1	EXPERIENCE	Essential	Desirable
♦	Experience of working to support children's learning	✓	
♦	Experience of delivering learning to a class	✓	
♦	Experience of working with Accelerated Reader		✓
♦	Previous HLTA experience		✓

2	QUALIFICATIONS & TRAINING	Essential	Desirable
♦	NVQ Level 4 or equivalent in a relevant subject, or HLTA status	✓	
♦	Grade C GCSE or equivalent in English and Maths	✓	
♦	First aid trained (or prepared to undertake training)	✓	
♦	Recent training in Child Protection		✓
♦	Restraint training		✓

3	KNOWLEDGE & UNDERSTANDING	Essential	Desirable
♦	An understanding of child development	✓	
♦	A good understanding of learning processes/styles	✓	
♦	Understanding of statutory framework relating to teaching	✓	
♦	Effective use of ICT to support learning	✓	
♦	Working knowledge of phonics		✓

4	SKILLS	Essential	Desirable
♦	Can identify and overcome barriers to learning	✓	
♦	Requires minimum supervision	✓	
♦	Able to quickly adapt to changing situations within the school environment	✓	
♦	Able to work with others to resolve differences of opinion and resolve conflict	✓	
♦	Can develop good, appropriate relationships with children and staff and stakeholders	✓	
♦	Actively contribute to a happy, safe and supportive environment	✓	
♦	Ability to work in an organised way, co-ordinating with other staff members	✓	
♦	Able to work within a team and is flexible to change	✓	
♦	Strong behaviour management skills	✓	
♦	Able to challenge more able learners	✓	
♦	Able to speak English spontaneously, very fluently and precisely with a good command of native expressions and colloquialisms	✓	
♦	Specialist skill/subject		✓

5	PERSONAL ATTRIBUTES & QUALITIES	Essential	Desirable
♦	Value the diversity of individuals	✓	
♦	Proactively seek opportunities to increase job knowledge and understanding and be accountable for own development	✓	
♦	Accepts support and quickly implements change	✓	
♦	Ability to communicate in a positive, effective and appropriate manner	✓	
♦	Adaptable	✓	
♦	Commitment to engage with the values of the school	✓	
♦	Friendly and approachable	✓	

