

# Person Specification

## Pastoral Teaching Assistant



Factor	Essential	Desirable	Assessment*
<b>Qualification</b>	<ul style="list-style-type: none"> <li>GCSE (or equivalent) in Maths and English or the equivalent level of competency.</li> </ul>	<ul style="list-style-type: none"> <li>ELSA trained.</li> <li>Lego Therapy trained.</li> </ul>	A, D
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of communication with a range of different Stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with pupils with emotional difficulties in an educational setting.</li> <li>Experience of working with pupils with challenging behaviour.</li> </ul>	A, I, R
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>Experience of working effectively with parents / carers and children.</li> <li>Be resilient and demonstrate ability to work calmly under pressure.</li> <li>Have good organisational skills and the ability to manage time effectively.</li> <li>Ability to prepare reports / records / data as required.</li> <li>Act as a role model to our young people.</li> <li>Ability to act in a professional manner when dealing with the school's stakeholders.</li> <li>Ability to work independently and contribute as a team member.</li> <li>Ability to determine priorities.</li> <li>Ability to engage effectively with young people.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of child protection procedures.</li> <li>Knowledge of pupil behaviour management strategies.</li> </ul>	A, I, R
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Enthusiasm.</li> <li>Flexibility and adaptability.</li> <li>Sense of humour.</li> <li>Ability to work calmly under pressure.</li> <li>Willingness to take a full part in the life of the school.</li> <li>Be hardworking and reliable.</li> <li>Be a good timekeeper.</li> </ul>	<ul style="list-style-type: none"> <li>Be motivational and have high aspirations for oneself and for our pupils.</li> </ul>	A, I, R

\*Assessment Method – details how the criteria will be assessed

**A** = Application Form, **I** = Interview, **R** = References, **D** = Documentary Evidence