

St Aidan's Church of England Memorial Primary School



JOB SPECIFICATION LEVEL 2 TEACHING ASSISTANT

| | ESSENTIAL | DESIRABLE | EVIDENCE |
|----------------------------------|--|---|--|
| APPLICATION | <ul style="list-style-type: none"> Fully supported by references Well written, well-structured and well-presented application Form must be complete and accurate | | <ul style="list-style-type: none"> Application References |
| QUALIFICATIONS | <ul style="list-style-type: none"> GCSE Maths and English A – C NVQ Level 2 (or equivalent) | <ul style="list-style-type: none"> Evidence of further study relating to child development Paediatric First Aid | <ul style="list-style-type: none"> Application Interview |
| EXPERIENCE, KNOWLEDGE AND SKILLS | <ul style="list-style-type: none"> Experience of working with children with additional needs Understanding of child development and the ways in which children learn Able to relate well with pupils, teachers and parents Sensitivity and understanding | <ul style="list-style-type: none"> Experience of working within a primary+ educational setting Knowledge of speech, language and communication skills An up-to-date knowledge of safeguarding procedures in school | <ul style="list-style-type: none"> Application References Interview |

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| PERSONAL ATTRIBUTES | <ul style="list-style-type: none"> • Highly motivated, enthusiastic and committed • Professional manner • Excellent organisational skills • To manage time effectively, meet deadlines and work well under pressure • Knowledge of data protection and the need to respect confidentiality • Punctual and reliable • Flexible, adaptable and resilient • Ability to work as part of a team • Ability to use own initiative • Emotional resilience when working with children who demonstrate challenging behaviour | <ul style="list-style-type: none"> • Keep a good working relationship with colleagues when under pressure • At all times to keep a good sense of humour | <ul style="list-style-type: none"> • Application • References • Interview |
| PROFESSIONAL DEVELOPMENT | <ul style="list-style-type: none"> • Continuing Professional Development appropriate to the role of Teaching Assistant • Understanding of Safeguarding and promoting the welfare of children | | <ul style="list-style-type: none"> • Application • Interview |

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Appointment to this post is subject to an enhanced DBS and full background check.