

# Pickwick Academy Trust



## **PERSON SPECIFICATION: TEACHING ASSISTANT**

It is essential that every member of staff recognises their responsibility to safeguard and promote the welfare of children in our care. In order to achieve this aim, the following person specification has been compiled to ensure that candidates are fully aware of the knowledge, skills and aptitudes the Trust are seeking when appointing a new Teaching Assistant.

### **Job Related Knowledge, Aptitude and Skills**

#### **Essential**

- Competent in English and Maths to at least GCSE Grade C
- Working with/supervising children in groups or on an individual basis
- Ability to work as a team member and share the school's vision
- Committed to childrens safeguarding
- Some knowledge of child development
- The ability to relate to and inspire children with their learning
- Experience in supporting children in their development
- Understanding foundation stage and primary curriculum
- Positive behavioural management skills
- Ability to use own initiative
- Experience of liaising professionally with parents and other professionals
- Committed to own learning and professional development
- A sympathetic and understanding attitude towards all children
- Ability to demonstrate the limits of confidentiality that apply to the job
- Effectively engage and communicate with children
- Identify developmental or behavioural changes in children and seek advice, information and/or support where necessary
- Build respectful and trusting relationships with children
- Communicate efficiently with colleagues and other professionals
- Sympathetic to the positive ethos of the school
- Must be able to demonstrate a good working ethic including good attendance and arrival at the work place
- A good sense of humour
- Flexible approach
- Ability to demonstrate confidentiality in relation to children and school work

### **Desirable**

- Teaching Assistant Certificate Level 2 or above or other relevant qualification
- Recent relevant experience of working with children
- Be aware of different ways of communicating and understand barriers of communication. Know that communication is a two-way thing
- Be aware of the national guidance and local procedures for your own role and responsibilities within these for safeguarding and promoting children's welfare
- Understanding of Health and Safety in the workplace
- Know about the likely impact the key transitions, such as divorce, bereavement, family break-up etc have on children
- Understanding the importance of sharing information, how it can help and the dangers of not doing so
- Offer a wide range of skills and personal interests
- Commitment to extra-curricular activities and enjoyment of outdoor learning
- Experience of working with young children
- Skills in creative arts
- To have experience in delivering speech and language programmes
- First Aid Certificate – The successful candidate must be prepared to undertake first aid training if they don't have a current first aid certificate

If you are shortlisted for this position, the interviewing panel will be asking you questions based on the job description and person specification in order to ascertain your suitability for the post. The interview panel will also explore issues relating to safeguarding and promoting the welfare of children including:

- Your motivation to work with children
- Your ability to form and maintain appropriate relationships and personal boundaries with children.
- Emotional resilience in working with children with a range of difficulties.

We will also be seeking references before your interview; any relevant issues that are raised by your referee will be taken up during the interview.

You will be asked to work with a group of pupils so we can observe how you relate and communicate with children.

**At Pickwick Academy Trust we are committed to safeguarding children and promoting the welfare of children and young people and we require anyone joining our school to actively contribute to this commitment. All successful candidates will be subject to Disclosure and Barring Service (DBS) checks along with other relevant employment checks.**