



Kempston Rural Primary School

Higher Level Teaching Assistant – Person Specification

Criteria	Essential	Desirable
Qualifications	NVQ Level 3 (or equivalent)	HLTA status or equivalent qualification First aid qualification; additional SEN or intervention training
Experience	Experience working with children in a primary school setting in all Key Stages, including EYFS; delivering learning to individuals, groups, and whole classes	Experience regularly covering classes independently; experience supporting pupils with SEND
Knowledge & Understanding	Understanding of safeguarding, inclusion, and adaptive teaching strategies; familiarity with the primary curriculum	Knowledge of IEPs, Personal and Pastoral Support Plans, and assessment strategies
Skills	Ability to maintain confidentiality Deliver effective lessons for pupils in the absence of the Teacher Develop their knowledge through the evaluation of their own learning needs Work well both independently and part of a team Able to adapt to change quickly Good standard of written English and numeracy. Proficient in I.T. skills Excellent relationship with children Effective behaviour management strategies Ability to be organised, well prepared and to work to a timetable. Strong communication and interpersonal skills Able to regularly deliver planned lessons to whole classes and adapt when needed	Ability to lead enrichment activities and contribute to curriculum development
Personal Qualities	Enthusiastic and proactive Flexible and reliable Committed to teamwork and continuous improvement High expectations of self and pupils	Sense of humour and resilience in a busy school environment



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	Upholds school values and be a role model to children	
Professional Commitment	Willingness to engage in CPD, staff meetings and whole-school initiatives	Experience mentoring or supporting other staff members
Safeguarding	Commitment to safeguarding and promoting the welfare of children	Understanding of safer recruitment and child protection procedures