

Hall Meadow Primary School

Teaching Assistant and Lunchtime Supervisor

Person Specification



Job Title: Teaching Assistant & Lunchtime supervisor

Responsible to: Headteacher – SENDCo, Key Stage Lead and Class teacher

Hours: 32.5 hours per week, 39 weeks per year – hours to be worked 8:30-3:30pm

Person Specification:

1. A genuine passion for supporting children with Special Educational Needs (SEN).
2. Patience, empathy and the ability to build trusting relationships with children.
3. Ability to follow planned programmes while responding flexibly to individual needs.
4. Strong communication and teamwork skills.
5. Ability to promote positive behaviour and support emotional development.
6. Willingness to carry out lunchtime supervision duties.
7. The ability to communicate effectively with individuals and groups of children, teachers, parents and other members of staff.
8. The ability to establish and maintain effective working relationships with teachers and other members of staff.
9. The ability to accept guidance and direction from teachers.
10. The ability to support and record children's learning and development with confidence.
11. Awareness of how children develop and learn as well as the various factors that affect their learning.
12. Awareness of the need to show respect and value pupils as individuals.
13. An understanding of and commitment to inclusive education.
14. A willingness to undertake paid training in normal contractual hours to develop job-related skills.
15. A sympathetic approach to parents and an understanding of the need for confidentiality.
16. A commitment to InMAT's Equal Opportunities Policy.

17. The ability to adapt to differing environments and to the needs of different children in different year groups.
18. An understanding of, and sympathy with, the aims of the school.
19. Supervise and lead lunchtime activities for all children across the school.
20. A commitment to ensuring the safety of all pupils, rigorously following 'Keeping Children Safe in Education' and Safeguarding procedures.

Hall Meadow Primary School is committed to safeguarding and promoting the welfare of children. All staff are expected to share this commitment. The successful candidate will be required to undergo an enhanced DBS check.

Essential Selection criteria	Desirable Selection Criteria.
English and Maths GCSE at grade C / 4 as a minimum	NVQ in childcare or equivalent
Good spoken and written English	A Levels
A positive attitude towards children and education	Experience working in a school or SEN setting.
The ability to show drive and take responsibility	Knowledge of strategies used to support children with communication and cognition and learning needs.
An understanding of living and working in a multicultural society.	Training in Read Write Inc. Phonics