

**CRESSEX COMMUNITY SCHOOL**

**PERSON SPECIFICATION**

**Teaching Assistant**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications And Experience</b>	<ul style="list-style-type: none"> <li>• Good standard of education (including functional numeracy, literacy and ICT skills)</li> </ul>	<ul style="list-style-type: none"> <li>• NVQ Level 2 or higher qualification – appropriate to the post (equivalent)</li> </ul>
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Experience of working with, or caring for children of relevant age</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of supporting pupils with social/emotional behaviour issues</li> <li>• Experience of voluntary or paid work in a multi-cultural environment</li> </ul>
<b>Personal attributes and qualities</b>	<ul style="list-style-type: none"> <li>• Committed to safeguarding the welfare of young people</li> <li>• Enjoys working with young people and relates to them appropriately</li> <li>• Committed to helping all young people to achieve to their full potential</li> <li>• Ability to operate at a level of understanding and competence equivalent to NVQ Level 2 standard</li> <li>• Commitment to undertake in-service development</li> <li>• Ability to develop effective relationships with students, Pastoral Team, Staff, Parents and External Agencies</li> <li>• Ability to work as a team member</li> <li>• Excellent interpersonal and communication skills</li> <li>• Excellent organisational skills</li> <li>• Ability to work on own initiative</li> <li>• Ability to work accurately, plan and prioritise workloads to meet deadlines</li> <li>• Ability to perform effectively when under pressure</li> <li>• Ability to be flexible and adaptable</li> <li>• Integrity</li> <li>• Self-Awareness</li> <li>• Discretion, sensitivity, confidentiality</li> <li>• criminal record check as part of the recruitment process</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of the National Curriculum</li> <li>• Ability to make effective use of ICT to support learning</li> <li>• Ability to supervise and assist pupils one to one or in small groups</li> <li>• Knowledge of classroom roles and responsibilities</li> </ul>
<p><b>Other requirements:</b> This post is exempt under the Rehabilitation of Offenders Act 1974. Due to the sensitive nature of the duties the post holder will be expected to undertake a criminal record check as part of the recruitment process.</p>		

