

Person Specification **SPECIALIST SEND TEACHING ASSISTANT**

All criteria are essential.

Attributes	Description
<p>Qualifications, Knowledge, Training & Experience</p>	<ol style="list-style-type: none"> 1. GCSE C or above, in English and Maths, or equivalent 2. Knowledge of Microsoft software packages 3. First aid training (or willingness to complete it) 4. NVQ level 3 for Teaching Assistants or equivalent qualification, or able to demonstrate an equivalent level of attainment through relevant experience. 5. Evidence of successful completion of training in relevant strategies, e.g. literacy and/or in particular curriculum areas such as bi-lingual, sign language, dyslexia, ICT, math's English CACHE, ELKLAN, ELSA and Zone of regulation. 6. Full working knowledge of relevant education policies, SEN code of practice and procedures, and relevant legislation 7. Working knowledge and understanding of secondary curriculum and other relevant learning programmes and strategies. 8. Understanding of key principles of child development and learning. 9. Comprehensive knowledge and understanding of the range of available support services and providers. 10. Previous successful experience in working with pupils of 11 to 18 years 11. Previous successful experience of working with pupils with additional needs.
<p>Personal Skills & Qualities</p>	<ol style="list-style-type: none"> 12. Previous successful experience of using information and communication technology to support learning.

	<p>13. Ability to absorb and understand a wide range of information concerning the functions of the school.</p> <p>14. Ability to build and form working relationships with pupils, parents/carers and colleagues, to work flexibly across professional and operational boundaries, and to work as a member of a team.</p> <p>15. Ability to plan, implement and evaluate effective actions for pupils at risk of underachieving.</p> <p>16. Ability to work on own initiative, and to prioritise between conflicting demands.</p> <p>17. Ability to self-evaluate learning needs and to develop new skills and learning opportunities.</p> <p>18. Ability to manage, motivate and develop staff.</p> <p>19. Evidence of commitment to continuous learning within a learning environment.</p> <p>20. Strong verbal and written communication skills appropriate to the need to communicate effectively with a wide range of pupils, teachers/carers.</p> <p>21. Strong numeracy and literacy skills, equivalent to GCSE Grade B in English and Maths.</p>
<p>General</p>	<p>22. Demonstrate a commitment to equality</p> <p>23. Understanding of Health & Safety</p> <p>24. Understand and implement child protection procedures</p> <p>25. Understand procedures and legislation relating to confidentiality</p> <p>26. Be prepared to develop and learn in the role and attend any relevant training and gain any relevant qualifications</p>



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