

Person Specification

Job Title:	Teaching Assistant
Salary/Grade:	Staffs 3 Scale Point 3-4 £24,795.47 – £25,184.97 (37hrs FTE)
Working Hours	25 Hours per week, (Term Time Only)
Academy Name:	Pye Green Academy
Location/Address:	Rosehill, Hednesford, Staffordshire WS124RT

Greenheart Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We therefore expect all staff and volunteers to work to and within school policies and procedures, including safeguarding, child protection and health and safety.

This post is subject to satisfactory references which will be requested prior to the interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications, plus verification of the right to work in the UK.

	Essential	Desirable	How Identified
Education & Qualifications			Formal possession of an appropriate qualification to be verified at Interview or from records
Minimum Level 2 diploma (or equivalent) With proficient practical skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Minimum GCSE Grade c or higher (or equivalent) in English and mathematics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Relevant Experience			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g., presentation, group discussion.
Previous experience of working with children in Key Stage 1 and/or 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Desirable to have worked with children with SEND	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Skills & Abilities			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g., presentation, group discussion
Good spoken and written English, numeracy and literacy skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Have the ability to relate well to children and adults, understanding their needs and being able to respond accordingly	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Good influencing skills to encourage pupils to interact with others and be socially responsible	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Experience of creating appropriate learning resources	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Essential	Desirable	How Identified
Disposition			Past employment activity record from Application Form or Interview. Performance in related selection methods, e.g., presentation, group discussion
Approachable, committed, enthusiastic, calm under pressure	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Able to work as part of a team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Well organised	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Able to motivate self and others	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
General & Specific or Legal knowledge			Application form and interview questioning and reference.
Possess a full driving licence and have use of vehicle for business purpose and appropriate insurance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
The statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Safeguarding Children.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Knowledge of key stage 1 and 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Knowledge of SEND	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Special Requirements			
<p>It is the responsibility of each employee to carry out their duties in line with GLP's ethos and culture of safe working practices for adults working with children and be sensitive and caring to the needs of the disadvantaged, promoting a positive approach to a harmonious working environment. Each employee should act as an exemplar on these issues and must, where appropriate, identify and monitor training for themselves and any employees they are responsible for.</p> <p>This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak English fluently is an essential requirement for this role.</p>			

Developed by:	HR Business Partner	Date of Issue:	May 2023
----------------------	---------------------	-----------------------	----------