

ST LOUIS CATHOLIC PRIMARY SCHOOL

Personal Specification – Early Years Teaching Assistant

	Essential	Desirable
Qualifications	<p>Good basic education to at least GCSE level, with A-C pass in both Maths and English</p> <p>Computer literate</p>	<p>NVQ Early Years Educator Level 3 Qualification in First Aid</p>
Professional Knowledge and Experience	<p>Commitment to high standards and continuous improvement</p> <p>Commitment to inclusion</p> <p>Good literacy and numeracy skills</p> <p>Willingness to undertake relevant training</p>	<p>Experience of working with children under 11 in an educational setting</p> <p>Experience of working with children with a range of Special Educational Needs</p> <p>Experience of record keeping</p> <p>Understanding of positive behaviour management strategies</p> <p>Understanding of child protection procedures and safeguarding children</p> <p>Knowledge and understanding of the needs of young children and how these vary between individuals</p>
Personal Qualities	<p>Hardworking and enthusiastic</p> <p>Flexible and approachable with a good sense of humour</p> <p>Inspirational and imaginative</p> <p>Able to work closely with the class teacher and other staff</p> <p>Able to work with guidance but under limited supervision</p> <p>Ability to communicate effectively, taking into account the views of others</p> <p>Ability to demonstrate a genuine interest and concern for others</p> <p>Be physically fit enough to work with young children at their level</p> <p>Good attendance record</p> <p>Good personal organisation</p> <p>Excellent interpersonal skills</p>	<p>Ability to monitor, record and make basic assessments about individual progress</p> <p>Willingness to suggest alternative ways of helping children</p>

Professional Skills	Good communication skills Commitment to safeguarding and promoting the welfare of children and young people Good organisational skills Ability to use initiative	Ability to be proactive, making suggestions which will lead to improvements
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