

## Foxwood TA1 - Person Specification

Requirements		Essential	Desirable	Proposed selection method*
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of working with SEND children.</li> </ul>	*		A
	<ul style="list-style-type: none"> <li>Working as part of a team.</li> </ul>		*	A
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>To be educated to at least GCSE or above in Maths and English.</li> </ul>	*		A
	<ul style="list-style-type: none"> <li>NVQ Level 2 for Teaching Assistants or equivalent qualifications OR</li> <li>Have 2 of the following qualifications – City and Guilds Learning support competencies NFCE Special Needs Assistant/ OU Learning for All Level 2/ OU Specialist Teacher Assistant Certificate/ Certificate for Teaching Assistants Level 3 (CTA3).</li> </ul>		*	A
<b>Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>Knowledge of how schools operate and the need for discretion and confidentiality.</li> </ul>	*		A/I/R
	<ul style="list-style-type: none"> <li>Awareness of practices and procedures within education relating to the welfare and safeguarding of children.</li> </ul>	*		A/I
	<ul style="list-style-type: none"> <li>Good interpersonal skills, able to communicate orally and in writing.</li> </ul>	*		A/I
	<ul style="list-style-type: none"> <li>The ability to motivate young people.</li> </ul>	*		I/R
	<ul style="list-style-type: none"> <li>Good organisational skills.</li> </ul>	*		R
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>Understanding and value the role of parents and carers in supporting children.</li> </ul>	*		R
	<ul style="list-style-type: none"> <li>Able to work as part of a team but also be a self-starter and be able to set personal goals.</li> </ul>	*		I/R
	<ul style="list-style-type: none"> <li>The ability to get on well with pupils, to be an advocate for young people.</li> </ul>	*		R
<b>Working Practices</b>	<ul style="list-style-type: none"> <li>Be willing to undertake training to enhance service delivery and self-development.</li> </ul>	*		A/I
	<ul style="list-style-type: none"> <li>Willingness to share information and expertise with other staff.</li> </ul>	*		A/I
	<ul style="list-style-type: none"> <li>Undertake First Aid Training.</li> </ul>	*		A/I

A = Application

I = Interview

R = Reference