

Person Specification



St Augustine's Catholic Primary School, part of Our Lady and All Saints Multi Academy Company, has a responsibility for and is committed to safeguarding and promoting the welfare of children, young people and vulnerable groups. All employees and volunteers are expected to share this commitment.

Post Title	SEND Teaching Assistant	Post No	
School	St Augustine's Catholic Primary School		
Salary Band/Range	Band B		
Responsible to:	Phase Leader or SENDCo		
	Essential Criteria	Desirable Criteria	Measured By
Education & Qualifications	NVQ Teaching Level 3 or equivalent qualification. Good numeracy and literacy (e.g. GCSE Grade A* - C in English and Maths or equivalent).	Paediatric Training Certificate First Aid Certificate. Little Wandle Phonics training.	Application
Skills & Abilities	Ability to use ICT effectively to support learning.	Ability to use other equipment technology, e.g. laminator, photocopier, scanner etc.	Application
	Ability to assess individual pupil's learning and support their next steps in learning.	Ability to plan effective tasks for pupils at risk of underachieving.	Interview
	Ability to work effectively under pressure - to manage and organise time and resources effectively.		Application
	Effective interpersonal and communication skills with the ability to relate well with children and adults.		Interview
	Skilled in positive behaviour management.		Application
	Ability to work as part of a team, understanding classroom roles and responsibilities and own position within these roles.		Interview
	Ability to self-evaluate learning needs and actively seek learning opportunities.		Interview
Experience & Knowledge	Experience of working with children who have a range of special needs.	Experience of working with children across all ages in school (including Foundation Stage)	Interview

	Experience of recording and reporting on pupil, group and whole class achievement and progress (verbally or through written notes).	Experience of preparing, planning, delivering and evaluating lessons and work plans under the guidance of a teacher.	Application & Interview
	Understanding of principles of children's development and learning processes linked to the National Curriculum.	Knowledge of Foundation Stage Curriculum. Knowledge of the SEN Code of Practice.	Interview
	Knowledge of relevant educational policies, legislation and guidance in relation to working with, and the protection of children.	Knowledge of Safeguarding Procedures	Interview
	Knowledge of how young children acquire and develop receptive, expressive and social language skills.		Application
	Basic Knowledge of First Aid.		Interview
Personal Qualities	Personal Effectiveness: makes things happen; operates with resilience, flexibility and integrity.		Interview
	Communication: shares and listens to information, opinions and ideas, using a range of effective approaches.	Able to provide objective and accurate feedback to pupils, parents and teachers	Interview
	Self Awareness: learns continuously and effectively adapts behaviour in response to feedback.		Interview
	Service Delivery: understands customer needs and responds appropriately and demonstrates continuous improvement.		Interview
Other Requirements	An understanding of the Catholic ethos of our school and demonstrate a commitment to promoting the school's Values.	Practising Catholic.	Application Interview
	To undertake annual Safeguarding Training and any Health & Safety Training.	Safeguarding training certificate.	Interview
Compiled/Reviewed by	Mrs J Foley – Head Teacher		
	Academic Year 2026-27		