

PERSON SPECIFICATION

Job title: Teaching Assistant

Team: SEND Team

Reporting to: SENCO

The holder of this post works under the instruction and guidance of teaching staff to support students to access and maximise their learning, and to assist in the management of students and the classroom environment. Work with identified students may be carried out in the classroom or elsewhere on the school campus.

Education and experience	Requirement
Good numeracy and literacy skills	Essential
NVQ 2 for Teaching Assistants or equivalent qualifications or experience	Desirable
Training in the relevant learning strategies e.g. literacy	Desirable
First aid training/training as appropriate	Desirable
Working with or caring for children of relevant age	Desirable
Experience of working with students with disabilities	Desirable
Experience of running numeracy and literacy interventions	Desirable
Knowledge and skills	Requirement
Understanding of relevant policies/codes of practice	Essential
Basic understanding of child development and learning	Essential
Ability to self-evaluate learning needs and actively seek learning opportunities	Essential
Ability to relate well to children and adults	Essential
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	Essential
Effective use of ICT to support learning	Essential
Personal characteristics	Requirement
Enthusiastic, collaborative, proactive and empathetic	Essential
Creative problem solver, able to work under pressure and prioritise	Essential
Committed to acting with integrity, honesty and fairness, to safeguard the assets, financial probity and reputation of the school	Essential
Committed to the vision and values of the school and Acer Trust	Essential
Flexible and adaptable, and willing to learn new skills	Essential
Professional, diplomatic and discreet	Essential