

LITTLE HEATH SCHOOL

Reading, Berkshire



PERSON SPECIFICATION

Job Title: Teaching Assistant

KEY CRITERIA	ESSENTIAL	DESIRABLE
Qualifications and Training	<ul style="list-style-type: none"> Confident in literacy and numeracy skills. A good level of general educational achievement. Willingness to participate in a general TA induction programme. Holds or is working towards a relevant NVQ at level 2, which includes appropriate training in specialism required in job description. 	<ul style="list-style-type: none"> Evidence of qualifications (GCSEs, A Level) in this subject area. Qualified First Aider.
Previous experience	<ul style="list-style-type: none"> Experience of working with children in order to improve educational outcomes, including children with special needs. 	<ul style="list-style-type: none"> Experience of working collaboratively with a range of teaching staff to develop and share resources and teaching materials at an appropriate level for identified groups of students. Has a minimum of 1 years experience in the relevant subject area.
Skills, knowledge and understanding	<ul style="list-style-type: none"> Able to communicate effectively with children, parents and other staff. Able to motivate and encourage students. Awareness of child protection and bullying issues. Able to use basic technology e.g. photo-copier, computer, digital camera. Good verbal and written communications skills. Good planning and organisational ability. Able to demonstrate high level technical skills in the relevant specialist area (e.g. EBSD, ADHD provision) Able to use common ICT tools for own and students' benefit. Good knowledge and understanding of specific subject content. Knowledge of what constitutes effective support and learning To be able to speak fluent English to an appropriate standard 	<ul style="list-style-type: none"> Awareness of inclusion policy and practice in a school setting. Ability to use and develop effective teaching and support strategies when working with individuals or small groups of identified pupils. Knowledge of what constitutes effective monitoring of student progress. Working understanding of current Programmes of study in the relevant subject area.

Personal Qualities	<ul style="list-style-type: none"> • Actively enjoys working with children and has empathy with students and is sympathetic to their needs. • Suitability to work with children, including relevant CRB checks • Professionally discreet and able to respect confidentiality. • Flexible approach to tasks. • Firm, sensitive and effective approach towards student discipline. • Willing to work as part of a team. • Patient, calm and resilient. • Adaptability. • Ability to build good working relationships with a range of colleagues. • Good questioning skills. • Good observation and assessment skills. 	<ul style="list-style-type: none"> • Ability to work under pressure. • Flexibility and ability to use their own initiative. • Understanding of open-ended questioning and investigative work.
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