

# LITTLE HEATH SCHOOL

Reading, Berkshire



## PERSON SPECIFICATION

**Job Title:** Level 1 Teaching Assistant

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>• Basic literacy and numeracy skills.</li> <li>• A good level of general educational achievement.</li> <li>• Willingness to participate in a general TA induction programme.</li> <li>• To be able to speak fluent English to an appropriate standard</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of qualifications in relevant specialist areas, such as ASD, ADHD, Literacy support.</li> <li>• Qualified First Aider.</li> </ul>
<b>Previous experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with children to improve their educational outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with children with special needs.</li> <li>• Experience of working collaboratively with the SENCO, outside agencies and other teaching staff to develop and share strategies, resources and teaching materials at an appropriate level for specific students.</li> <li>• Experience and knowledge of specific special educational needs, such as ASD, Visual Impairment, ADHD and Mild Learning Difficulties.</li> </ul>
<b>Skills, knowledge and understanding</b>	<ul style="list-style-type: none"> <li>• Able to communicate effectively with children, parents and other staff.</li> <li>• Able to motivate and encourage students.</li> <li>• Awareness of child protection and bullying issues.</li> <li>• Able to use basic technology e.g. photo-copier, computer, digital camera.</li> <li>• Good verbal and written communications skills.</li> <li>• Basic understanding of specific subject knowledge.</li> </ul>	<ul style="list-style-type: none"> <li>• Awareness of inclusion policy and practice in a school setting.</li> <li>• Ability to use and develop strategies when working with specific pupils to support their learning.</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Actively enjoys working with children and has empathy with students and is sympathetic to their needs.</li> <li>• Suitability to work with children, including relevant CRB checks</li> <li>• Professionally discreet and able to respect confidentiality.</li> <li>• Flexible approach to tasks.</li> <li>• Firm, sensitive and effective approach towards student discipline.</li> <li>• Willing to work as part of a team.</li> <li>• Patient, calm, and resilient.</li> <li>• Adaptability.</li> <li>• Ability to build good working relationships with a range of colleagues.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to work under pressure.</li> <li>• Flexibility and ability to use their own initiative.</li> </ul>