



Sandling Primary School

Person Specification - Teaching Assistant

E - Essential

D - Desirable

Experience and Qualifications

- **E** Experience of working with children, in school, with SEN aged 5 - 11.
- **E** GCSE (or equivalent) A-C/4-9 passes in English and Mathematics
- **D** NVQ Level 2 Teaching Assistant / childcare or equivalent
- **D** Evidence of recent relevant training/experience.
- **D** Experience working with visually impaired people, including knowledge of specialist software and braille.

Knowledge and Understanding

- **E** An understanding of the developmental needs of children (5 - 11).
- **E** An understanding of the need to respect confidentiality at all times.
- **D** An understanding of 'Keeping Children Safe in Education' and associated safeguarding procedures in nurseries / schools.
- **D** An understanding of the National Curriculum.
- **D** An understanding of communication and interaction needs.
- **D** A working knowledge of support strategies e.g. visual timetables, now/next boards, visual prompts, breaking tasks down into manageable steps

Skills

- **E** The ability to work as a member of the school team relating to colleagues, visiting professionals and parents in a professional manner at all times.
- **E** ability to relate to all pupils in a positive, child centred and supportive manner valuing and showing respect for their individual needs.
- **E** The ability to instil discipline in a calm manner in line with the school's behaviour policy and ethos.
- **E** The ability to use initiative and to ensure the health, safety and well-being of children and colleagues.
- **E** The ability to liaise with professionals to promote the well-being of pupils
- **E** Good time management skills.
- **E** The ability to communicate clearly, in both the spoken and written form, with a range of professionals.
- **E** The ability to lead by example.
- **E** Basic IT skills e.g. word processing, attaching documents

- E To be able to use own initiative to adapt tasks

Characteristics

- E A willingness to undertake professional development.
- E A calm, positive, supportive and consistent approach.
- E A willingness to work inside and outside whatever the weather.