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| **Title:** | Teaching Assistant | **Grade:** | TSPT4 |
| **Department:** | Teaching and Learning | **Reports to:** | SLT |

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| **Specification** | **Essential** | **Desirable** |
| Education and Experience |  |  |
| GCSE Maths or equivalent Grade C | \* |  |
| GCSE English or equivalent Grade C | \* |  |
| Level 2 NCFE Award in Supporting Teaching & Learning in Schools | \* |  |
| Level 3 NCFE Certificate in Supporting Teaching & Learning in Schools | \* |  |
| Previous experience working in a school |  | \* |
| Previous experience in a TA post |  | \* |
| Experience of working with Children who have SEN |  | \* |
| Knowledge and Understanding |  |  |
| Knowledge of child development and the way in which children learn | \* |  |
| Be able to assist children on an individual basis with guidance | \* |  |
| Basic First Aid knowledge | \* |  |
| Skills |  |  |
| Demonstrate good organisational skills | \* |  |
| Abilities |  |  |
| Ability to use basic ICT equipment (PC, Video, Camera, Photocopier) | \* |  |
| Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these. | \* |  |
| Be prepared to get involved in professional Development opportunities related to this role | \* |  |
| Personal Qualities, patient, calm attitude, empathy, confidentiality, enthusiasm, initiative, flexible | \* |  |
| Safeguarding |  |  |
| Have knowledge and understanding and commitment to safeguarding and promoting the welfare of pupils | \* |  |
| Able to form and maintain appropriate relationships and personal boundaries with pupils | \* |  |