



## **Teaching Assistant**

### **Person Specification**

#### **Knowledge**

- A basic standard of literacy and numeracy skills
- A basic knowledge of National Curriculum requirements for the sector
- A basic knowledge of Health & Safety requirements in a school environment
- A basic knowledge of Information Technology
- Knowledge of Child Development

#### **Experience**

- Experience of working with children (as a parent, in paid or voluntary work)
- Experience of establishing positive relationships with children
- Experience of preparing basic resources materials for children

#### **Skills & Abilities**

- Ability to use language and other communication skills that children can understand and relate to
- Ability to demonstrate active listening skills
- Ability to empathise with the needs of children
- Ability to undertake observations of individual pupils and complete lesson records under the direction of the teacher
- Ability to work within and apply all school policies e.g. Behaviour Management, Health & Safety, Equal Opportunities
- Ability to work effectively with colleagues
- Ability to liaise and communicate effectively with other adults

#### **Personal Qualities**

- Willingness to participate in training and development opportunities offered by the school and county
- Willingness to maintain confidentiality on all school matters
- Patience, calmness, enthusiasm, flexibility, initiative, empathy.