



Executive Headteacher: Mr Daniel Hewitt

POST: Teaching Assistant (inc. MSA) at St Thomas More Catholic Infant School

POST REQUIREMENTS:

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| • Level 2 CACHE qualification | Desirable |
| • Completed CES Application Form | Essential |
| • Documentary evidence of qualifications upon request | Essential |
| • Two supportive and satisfactory references | Essential |
| • Knowledge and experience of working in a school environment | Desirable |

KNOWLEDGE AND UNDERSTANDING:

To have a clear understanding of:

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| • How children develop | Essential |
| • How to support children in Literacy and Numeracy | Essential |
| • How to support children with Special Educational Needs or Disabilities | Essential |
| • How to motivate children to learn | Essential |
| • To have competent ICT skills in order to support children's learning and use of ICT | Essential |

COMMUNICATION:

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| • The ability to communicate effectively in a verbal and written form | Essential |
| • Evidence of effective communication in the Application Form | Essential |
| • Evidence of effective communication in interview | Essential |

SKILLS AND APTITUDES:

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| • To be able to reinforce main teaching points to children | Essential |
| • To be able to address pupils' misconceptions and clarify expectations | Essential |
| • To teach new concepts under the direction of the class teacher | Essential |
| • To have the ability to develop and maintain good professional relationships with colleagues, pupils and parents | Essential |



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- To encourage high standards of behaviour and conduct Essential
- To liaise with the SENDCo and other outside professionals when required to Essential
- To support teachers in gathering evidence as part of the on-going assessment of pupils. Essential

- To be able to discuss learning with children and identify areas for improvement Essential

DISPOSITION

- To be committed to ensuring good progress for children of all abilities Essential
- To be committed to safeguarding children Essential
- Able to maintain confidentiality Essential
- To be flexible in light of unexpected changes and challenges Essential
- A calm and approachable manner Essential