

# Letchmore Infants' and Nursery School



## Person Specification: Teaching Assistant

	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Experience of working with children in a school setting including aspects of practice within at least one phase i.e. EYFS, KS1</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Working with pupils with a range of special educational needs</li> </ul>
<b>Skills and Attributes</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ability to communicate, and enjoy working, with children in a sensitive and caring manner</li> <li><input type="checkbox"/> Promote positive behaviour strategies to support the needs of children</li> <li><input type="checkbox"/> Be a positive role model</li> <li><input type="checkbox"/> Work with individuals or small groups of pupils and provide feedback to the teacher</li> <li><input type="checkbox"/> Support pupils to understand independent learning and is inclusive of all pupils</li> <li><input type="checkbox"/> Able to liaise and communicate effectively with children and their parents/carers and maintain positive effective professional relationships with other staff members</li> <li><input type="checkbox"/> Prepare and clear up learning environment and resources, including photocopying, filing and the display and presentation of pupils work and contribute to maintaining a safe environment</li> <li><input type="checkbox"/> Supervise individuals and groups of pupils throughout the day, including supervision in the classroom, playground and dining areas</li> <li><input type="checkbox"/> Ability to recognise the importance of confidentiality at all times</li> <li><input type="checkbox"/> Able and willing to undertake staff training and development courses</li> <li><input type="checkbox"/> Strong interpersonal and team working skills</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Record basic pupil data</li> <li><input type="checkbox"/> Support children's learning through play</li> <li><input type="checkbox"/> Assist with break-time supervision including facilitating games and activities</li> <li><input type="checkbox"/> Assist with escorting pupils on educational visits</li> <li><input type="checkbox"/> Support pupils in using basic ICT</li> <li><input type="checkbox"/> Invigilate exams and tests</li> <li><input type="checkbox"/> Assist pupils with eating, dressing and hygiene, as required, whilst encouraging independence.</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> An appropriate recognised academic qualification</li> <li><input type="checkbox"/> Understanding of relevant codes of practice/ and legislation</li> <li><input type="checkbox"/> Basic understanding of child development and learning</li> <li><input type="checkbox"/> Training in relevant learning strategies</li> <li><input type="checkbox"/> Demonstrate good literacy, numeracy and ICT skills through previous experience and working knowledge</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Working within a creative curriculum</li> </ul>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Has up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people</li> <li><input type="checkbox"/> Displays commitment to the protection and safeguarding of children and young people.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Possession of a current First Aid Certificate or willingness to undertake training for this qualification</li> </ul>