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| **Job Title** | Teaching Assistant |
| **Location** | Waterside Academy – Welwyn Garden City |
| **Grade** | H3 |
| **Hours** | 31 hours a week, 5 days per week, term time only (8.50am-3.20pm). Flexible working and negotiated hours may be considered for an outstanding candidate  Permanent part-time contract |
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**Person Specification**

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| **A. Training and qualifications** | Essential | Desirable |
| Numeracy and literacy skills equivalent to NVQ level 2 or GCSE grade C in English and Maths | ✓ |  |
| A first aid qualification, including paediatric first aid |  | ✓ |
| Hertfordshire Steps (or equivalent) behaviour training |  | ✓ |

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| **B. Knowledge, Skills and Understanding** | Essential | Desirable |
| Experience of working with children of the relevant age | ✓ |  |
| Experience of working with children with SEND | ✓ |  |
| Ability to work independently and as part of a team | ✓ |  |
| Knowledge of child development | ✓ |  |
| Ability to show initiative in a range of situations | ✓ |  |
| Ability to interact positively with pupils, parents and colleagues | ✓ |  |
| Ability to effectively use ICT to support learning | ✓ |  |
| Sound understanding of the EYFS Curriculum / Primary National Curriculum |  | ✓ |
| Ability to adhere to the school’s policies and procedures, including the Equal Opportunities, Child Protection and Health and Safety policies | ✓ |  |

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| **C. Personal Qualities** | Essential | Desirable |
| Shows confidence, warmth, sensitivity, reliability, and enthusiasm | ✓ |  |
| Good interpersonal skills | ✓ |  |

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| **D. Equal Opportunities** | Essential | Desirable |
| Commitment to equality of opportunity for all regardless of gender, disability, religion, and ethnic origin. | ✓ |  |

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| **E. Other requirements** | Essential | Desirable |
| Application forms should be completed in full | ✓ |  |
| Covering letter should clearly address the needs of the school | ✓ |  |

**This post is subject to a receipt of two references, a satisfactory enhanced DBS check and occupational health clearances.**