



Employee Specification Form

Title of Post Teaching Assistant - Level 1

Personal Attributes required (on the basis of the job outline)	Essential (E) or Desirable (D)	To be identified by: (eg application form, interview, reference etc)
<p>Qualifications</p> <p>Relevant Child Care qualification (or equivalent)</p> <p>Maths GCSE or equivalent – grade 4-9 or grade C or above</p> <p>English GCSE or equivalent – grade 4-9 or grade C or above.</p>	<p>D</p> <p>D</p> <p>D</p>	<p>A</p> <p>A/I</p> <p>A/I</p>
<p>Experience</p> <p>Experience of working with or caring for children of relevant age in a Special Needs School setting</p>	<p>D</p>	<p>A/I/R</p>
<p>Knowledge/skills/abilities</p> <p>Ability to relate well to children</p> <p>Ability to work as part of a team</p> <p>Good communication skills</p> <p>Ability to supervise and assist pupils</p> <p>Time management skills</p> <p>Organisational skills</p> <p>Knowledge of classroom roles and responsibilities</p> <p>Knowledge of the concept of confidentiality</p> <p>First Aid Certificate</p> <p>Administrative skills</p> <p>Good numeracy and literacy skills</p> <p>Ability to make effective use of ICT</p> <p>Flexible attitude to work</p> <p>Knowledge of positive behaviour management e.g. Team Teach</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p> <p>E</p> <p>E</p> <p>D</p> <p>D</p> <p>D</p> <p>D</p> <p>E</p> <p>D</p>	<p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p>
<p>Other</p> <p>Commitment to undertake in –service development</p> <p>Commitment to safeguarding and protecting the</p>	<p>E</p> <p>E</p>	<p>A/I/R</p> <p>A/I/R</p>

welfare of children and young people		
<p>Special Requirements</p> <p>Support pupils during curriculum swimming / hydrotherapy lesson (There is an expectation that teaching assistants will join the pupils in the water)</p> <p>Support pupils during enrichment activities such as residential activities, after school and lunchtime clubs and other educational visits which may extend beyond the normal school day</p>	<p>E</p> <p>E</p>	<p>A/I/R</p> <p>A/I/R</p>