



## Person Specification Form

### Post Title - Teaching Assistant - Level 2(b)

Personal Attributes required (on the basis of the job description)	Essential (E) or Desirable (D)	To be identified by: (e.g. application form, interview, reference etc)
<b>Qualifications:</b>		
NVQ level 2 or above qualification –appropriate to the post (or equivalent)	E	AF
Level 2 or equivalent qualification in English/Literacy and Mathematics/Numeracy	E	AF
<b>Experience:</b>		
Experience of working with or caring for children of relevant age	E	AF, I, R
Experience of working in a relevant classroom/service environment	E	AF, I, R
Experience of Administrative work	E	AF, I
Experience of supporting pupils with social interaction and communication needs	E	AF, I
<b>Knowledge/skills/abilities:</b>		
Ability to operate at a level of understanding and competence equivalent to NVQ Level 2 standard	E	I, R
Ability to relate well to children	E	I
Ability to work as part of a team	E	I, R
Good communication skills	E	AF, I
Ability to supervise and assist pupils	E	I, R
Time management skills	E	I, R
Organisational skills	E	I, R
Knowledge of classroom roles and responsibilities	E	AF, I, R
Knowledge of the concept of confidentiality	E	I, R
First Aid Certificate	D	AF
Administrative skills	E	AF, I

Knowledge of Early Years Foundation Stage	E	AF, I, R
Good numeracy and literacy skills	E	AF, I
Ability to make effective use of ICT	D	AF, I
Flexible attitude to work	E	I, R
<b>Other:</b>		
Commitment to undertake in –service development	E	AF, I, R
Commitment to safeguarding and protecting the welfare of children and young people	E	AF, I, R