# Person Specification Form

**Post Title - Teaching Assistant - Level 3 in Nursery**

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| **Personal Attributes required**  **(on the basis of the job description)** | **Essential (E)**  **or**  **Desirable (D)** | **To be identified by:**  **(eg application form, interview, reference etc)** |
| **Qualifications** |  |  |
|  |  |  |
| NVQ level 3 or above qualification (or equivalent)  Level 2 or equivalent qualification in English/Literacy and Mathematics/Numeracy | E  E | AF/I  AF |
|  |  |  |
| **Experience** |  |  |
|  |  |  |
| Experience of working with children in this age range  Experience of working in a relevant classroom/service environment  Experience of Administrative work  Experience of supporting pupils with challenging behaviour | E  E  D  E | AF/I  AF/I  AF/I  AF/I |
|  |  |  |
| **Knowledge/skills/abilities**  Ability to relate well to children  Ability to work as part of a team  Good communication skills  Ability to relate well to parents/carers  Ability to supervise and assist pupils  Time management skills  Organisational skills  Knowledge of classroom roles and responsibilities  Knowledge of the concept of confidentiality  First Aid Certificate  Administrative skills  Knowledge of Early Years Foundation Stage  Knowledge of strategies, for example numeracy and literacy  Ability to make effective use of ICT  Ability to assess children’s development  Ability to plan and deliver work programmes  Flexible attitude to work  Ability to demonstrate a relational approach to behaviour management | E  E  E  E  E  E  E  E  E  D  E  E  E  E  E  E  E  E | AF/I  AF/I/T  AF/I  AF/I  AF/I/T  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I/T  AF/I  AF/I  AF/I  AF/I  I  I  I |
| **Other**  Commitment to undertake in –service development  Commitment to safeguarding and protecting the welfare of children and young people  Commitment to equality and diversity  Commitment to attendance at work  Commitment to health and safety | E  E  E  E  E | I  I  I  I  I |
| **Prepared by: Chloe Moretta Date: 01.04.25** | | |
| Note: We will always consider your references before confirming a job offer in writing | | |
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