

Post Title - Teaching Assistant - Level 3 EYFS (Reception)

| 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) | E | AF/I |
| Level 2 or equivalent qualification in English/Literacy and Mathematics/Numeracy | E | AF |
| Experience | | |
| Experience of working with children in this age range | E | AF/I |
| Experience of working in a relevant classroom/service environment | E | AF/I |
| Experience of Administrative work | D | AF/I |
| Experience of supporting pupils with challenging behaviour | E | AF/I |
| Knowledge/skills/abilities | | |
| Ability to relate well to children | E | AF/I |
| Ability to work as part of a team | E | AF/I/T |
| Good communication skills | E | AF/I |
| Ability to relate well to parents/carers | E | AF/I |
| Ability to supervise and assist pupils | E | AF/I/T |
| Time management skills | E | AF/I |
| Organisational skills | E | AF/I |
| Knowledge of classroom roles and responsibilities | E | AF/I |
| Knowledge of the concept of confidentiality | E | AF/I |
| First Aid Certificate | D | AF/I |
| Administrative skills | E | AF/I |
| Knowledge of Early Years Foundation Stage | E | AF/I/T |
| Knowledge of strategies, for example numeracy and literacy | E | AF/I |
| Ability to make effective use of ICT | E | AF/I |
| Ability to assess children's development | E | AF/I |
| Ability to plan and deliver work programmes | E | I |
| Flexible attitude to work | E | I |
| Ability to demonstrate a relational approach to behaviour management | E | I |
| Other | | |
| Commitment to undertake in –service development | E | I |
| Commitment to safeguarding and protecting the welfare of children and young people | E | I |
| Commitment to equality and diversity | E | I |
| Commitment to attendance at work | E | I |
| Commitment to health and safety | E | I |

Prepared by: Nerys Ditchburn-Hughes Date: 23.04.25

Note: We will always consider your references before confirming a job offer in writing