**Higher Level Teaching Assistant**

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| **Person Specification** |
| **Post title:** Higher Level Teaching Assistant | **Grade: 7** |
| **Establishment or team:** |
| **Requirements****(based on the job description)** | **Essential** **(E) or** **desirable** **(D)** | **To be identified by: application form (AF),** **interview (I), Reference (R), test (T), or** **other (give details)**  |
| **Qualifications**Recognised and relevant NVQ Level 3 qualification or equivalentNVQ level 4 qualification or equivalent Level 2 or equivalent qualification in English/Literacy and Mathematics/NumeracyHLTA status | EDED | AFAFAFAF |
| **Experience**Experience of working with children Experience of working in a classroom environment Experience of Administrative work Experience of supporting pupils with challenging behaviour Staff management experience | EEDEE | AF/IAF/IAF/IAF/IAF/I |
| **Knowledge, skills and abilities**Ability to operate at a level of understanding and competence equivalent to NVQ Level 4 standard 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 Administrative skills | EEEEEEEEEED | AF/IAF/IAF/IAF/IAF/IAF/IAF/IAF/IAF/IAF/IAF/I |
| **Other**Commitment to safeguarding and protecting the welfare of children and young peopleCommitment to equality and diversityCommitment to health and safety | EEE | III |
| **Note: We will always consider your references before confirming a job offer in writing.** |
| **Prepared by: RCAT HR Department** | **Date: Sept 2023** |