**Teaching Assistant Level 3**

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| **Person Specification** | | | | |
| **Post title:** Teaching Assistant Level 3 | | **Grade: 6** | | |
| **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**  NVQ level 3 or above qualification –appropriate to the post (or equivalent)  Level 2 or equivalent qualification in  English/Literacy and Mathematics/Numeracy | E  D | | | AF  AF |
| **Experience**  Experience of working with children  Experience of working in a classroom environment  Experience of Administrative work  Experience of supporting pupils with challenging behaviour | E  D  D  E | | | AF/I  AF/I  AF/I  AF/I |
| **Knowledge, skills and abilities**  Ability to operate at a level of understanding and competence equivalent to NVQ Level 3 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  First Aid certificate  Administrative skills  Knowledge of Early Years Foundation Stage  Good numeracy and literacy skills  Ability to make effective use of ICT  Ability to assess children’s development  Ability to plan and deliver work programmes  Flexible attitude to work | E  E  E  E  E  E  E  E  E  D  D  E  E  E  E  E  E  E | | | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |
| **Other**  Commitment to safeguarding and protecting the welfare of children and young people  Commitment to equality and diversity  Commitment to health and safety | E  E  E | | | I  I  I |
| **Note: We will always consider your references before confirming a job offer in writing.** | | | | |
| **Prepared by: RCAT HR Department** | | | **Date: Sept 2023** | |