

Lancashire County Council

Person specification form		
Job title: Teaching Assistant - Level 3	Grade: 6	
Directorate: Children and Young People	Post number:	
Establishment or team: Hillside Nursery School		
Requirements (based on the job description)	Essential (E) or desirable (D)	To be identified by: application form (AF), interview (I), test (T), or other (give details)
Qualifications NVQ level 3 qualification (or equivalent)	E	AF
Maths GCSE or equivalent	E	AF
English GCSE or equivalent	E	AF
Experience Experience of working with children	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	D/E	AF/I
Knowledge, skills and abilities Ability to relate well to children	E	AF/I/O
Ability to work as part of a team	E	AF/I
Good communication skills	E	AF/I/O
Ability to relate well to parents/carers	E	AF/I
Ability to supervise and assist pupils	E	AF/I
Time management skills	D	AF/I
Organisational skills	E	AF/I/O
Knowledge of classroom roles and responsibilities	E	AF/I
Knowledge of the concept of confidentiality	E	AF/I
First Aid Certificate	D	AF
Administrative skills	D	AF
Knowledge of Foundation Stage/National curriculum	E	AF/I/O
Knowledge of numeracy and literacy strategies	E	AF/I/O

Ability to make effective use of ICT	E	AF/I
Ability to assess children's development	E	AF/I/O
Ability to plan and deliver work programmes	E	AF/I/O
Flexible attitude to work	E	AF/I
Other (including special requirements)		
1. Commitment to safeguarding and protecting the welfare of children and young people	E	I
2. Commitment to equality and diversity	E	I
3. Commitment to health and safety	E	I
4. Commitment to attendance at work	E	I
5. Commitment to undertake in-service development	E	I
Prepared by: Mrs A Cooper (Headteacher)		Date: October 2025
Note: We will always consider your references before confirming a job offer in writing.		