



Moat House Primary School
Deedmore Road
Coventry. CV2 1EQ.

PERSONAL SPECIFICATION HIGHER LEVEL TEACHING ASSISTANT

Job Title:	Higher Level Teaching Assistant		
Directorate:	Children, Learning and Young People	Post No:	1000962
Service:	Service for Schools	Grade:	4

Knowledge	<ul style="list-style-type: none">• Full working knowledge of relevant policies/codes of practice and understanding of relevant legislation.• A working knowledge of national curriculum and other relevant learning programmes.• Understanding of the principles of child development and learning processes and in particular, barriers to learning.• A full understanding of the range of support services and providers.
Skills and Abilities	<ul style="list-style-type: none">• Ability to plan effective actions for pupils at risk of underachieving.• Ability to self evaluate learning needs.• Ability to relate well to children and adults.• To work constructively as part of a team.• Effective organisational skills.• Ability to organise, lead and motivate a team.
Experience	<ul style="list-style-type: none">• Experience of working with children of relevant age or with general/specific special needs.• Experience of supervising a team.
Educational	<ul style="list-style-type: none">• NVQ 3 for Teaching Assistants or equivalent qualification or experience.• Excellent literacy/numeracy skills equivalent to NVQ2 in English and Maths.• Training in relevant strategies, e.g. literacy and/or in a particular curriculum/learning area, e.g. ICT., Maths, Early Years.• Meet Higher Level Teaching Assistant standards.
Special Requirements	<ul style="list-style-type: none">• This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment.

Reviewed: September 2023