

## Sherbourne Fields School

# PERSON SPECIFICATION

**JOB TITLE:** Teaching Assistant/ Special Needs Teaching Assistant

**SERVICE:** Special Schools

**SECTION:** Sherbourne Fields School

**Job Purpose:**

**KNOWLEDGE:**

Understanding of the purpose of education and of the role of special schools

Understanding of the needs, feelings and characteristics of children and young people

Awareness of equal opportunities issues, especially those relating to people with disabilities

Understanding of the processes involved in teaching and learning

**SKILLS & ABILITIES:**

Good literacy and numeracy skills

Good ICT skills

Ability to:

work as a member of a large multi-disciplinary team and liaise effectively with others

work under the direction of the teacher, but also to use initiative

communicate clearly in speech and writing with a range of adults and children

use initiative and work with limited supervision

be supportive, patient and caring

deal appropriately with sick children

deal sensitively and respectfully with pupils' personal care needs

deal with situations calmly and efficiently

keep clear accurate records

communicate and empathise with parents and families

Willingness to:

accept and respond to instructions, guidance and constructive criticism

be involved in professional development and to receive relevant training, eg. manual handling, behaviour management, first aid, defensive driving & pool safety.

be flexible and to adapt to change

participate in manual moving and transfer of pupils

**QUALIFICATIONS/TRAINING**

GCSE English and Mathematics (A\* to C/4 to 9)

Evidence of relevant education and training

**EXPERIENCE**

At least one year's experience of working with children and/or young people. This experience could take the form of paid employment or voluntary work.