



**Whitmore**  
**Park**  
**Primary School**

**Person Specification Teaching Assistant – Job No. L3203D**

<b>Job Title: Teaching Assistant</b>		<b>Grade 3</b>	
<b>Knowledge and Understanding</b>	<ul style="list-style-type: none"> <li>• Understanding of relevant codes of practice / legislation e.g. <i>'Keeping Children Safe in Education'</i></li> <li>• Working knowledge of National Curriculum and other relevant learning programmes</li> <li>• A basic understanding of the principles of child development and learning processes and in particular, barriers to learning</li> <li>• A variety of behaviour management strategies</li> <li>• Full understanding of the range of support services and providers</li> </ul>		
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Ability to relate well to children and adults</li> <li>• Ability to work constructively and effectively as part of a team</li> <li>• Ability to utilise ICT effectively to support and evidence learning</li> <li>• Ability to monitor, record and make basic assessments about individual progress and liaise with appropriate staff about this</li> <li>• Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these</li> <li>• Assist the children and work with the teacher in planning, evaluating and adjusting lessons/work plans for individuals, groups of pupils or a whole class as appropriate</li> <li>• Ability to self-evaluate learning needs of themselves and the children they work with</li> <li>• Effective organisational skills</li> <li>• Display work effectively, and make and maintain basic teaching resources</li> </ul>		
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with children of relevant age or with general / specific special needs</li> <li>• Demonstrate levels of numeracy and literacy equivalent to GCSE (A-C) or NVQ Level 2</li> </ul>		
<b>Qualifications / Educational</b>	<ul style="list-style-type: none"> <li>• Good Literacy and Numeracy skills</li> <li>• NVQ3 for Teaching Assistants or equivalent qualification or experience</li> <li>• Evidence of ongoing training in relevant strategies e.g. in particular curriculum / learning area or pastoral support</li> <li>• Although not essential it is desirable that the candidate holds an up to date First Aid certificate</li> </ul>		

*This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check if police records via Disclosure and Barring Service (DBS)*