

Sherbourne Fields School

PERSON SPECIFICATION

JOB TITLE: Teaching Assistant/ Special Needs Teaching Assistant

SERVICE: Special Schools

SECTION: Sherbourne Fields School

Job Requirements

KNOWLEDGE:

Understanding of the purpose of Early Years / 6th Form 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 students with disabilities
Understanding of the processes involved in teaching and learning
Knowledge and understanding of the importance of being positive role models
Knowledge and understanding of independent learning, special educational needs and anti-racism
ensure the effective engagement of our students in learning
Knowledge and understanding of equal opportunities and anti-discriminatory practice in the context of the school community

SKILLS & ABILITIES:

Good Literacy and Maths skills

Good ICT skills

To motivate and encourage students to work co-operatively

To establish and maintain good professional relationships with adults and young people and

To deal with difficult situations sensitively and effectively

To be a team player and communicate well with the team

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

Excellent literacy skills

Use initiative and work with occasional limited supervision

Be supportive, patient and caring

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

To adopt total communication techniques and develop them sufficiently to reach out to all of our students

To have high expectations of personal performance and of pupils' success

Resolve problems and handle challenging situations

Manage behaviour effectively

WILLINGNESS TO:

Accept and respond to instructions, guidance and constructive criticism

Be involved in professional development and to receive relevant training,

e.g. Sherbourne Curriculum and assessment systems, manual handling, behaviour management, first aid, pool safety – a full staff induction will be delivered

Be flexible and adapt to change as required

QUALIFICATIONS / TRAINING:

GCSE English and Mathematics (9-4)

Evidence of relevant education and training

EXPERIENCE:

Ideally 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.