

Person Specification

Job Title: Early Years Teaching Assistant
Line Manager: Headteacher
Grade: Level 3



	Essential	Desirable
Qualifications	<p>The Teaching Assistant should have:</p> <ul style="list-style-type: none"> • good basic education to GCSE level in literacy and numeracy, or the equivalent • NVQ level 3 	<p>In addition, the Teaching Assistant might have:</p> <ul style="list-style-type: none"> • Qualification to degree level
Experience	<p>The Teaching Assistant should have:</p> <ul style="list-style-type: none"> • Experience of working with young children in an Early Years setting 	<p>In addition, the Teaching Assistant might have experience of:</p> <ul style="list-style-type: none"> • being a paid worker in another primary school, play scheme, crèche, midday supervision, after-school clubs or similar. • Acted as a key worker
Knowledge and Understanding	<p>The Teaching Assistant should have knowledge and understanding of:</p> <ul style="list-style-type: none"> • how to motivate children • Support with behaviour or emotional issues • Excellent knowledge of the EYFS framework 	<p>The Teaching Assistant should have knowledge and understanding of:</p> <ul style="list-style-type: none"> • the needs of young children; • child development and the ways in which children learn; • the roles played by various adults in a child's education; • behaviour management strategies; • equal opportunities • safeguarding • be familiar with Tapestry or a similar online assessment/communication tool.

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Skills	<p>The Teaching Assistant will be able to:</p> <ul style="list-style-type: none">• help professional staff to achieve their objectives;• assist children on an individual basis, in small group and whole class work;• explain tasks simply and clearly and foster independence;• supervise children, and adhere to defined behaviour management policies;• accept and respond to authority and supervision;• work with guidance, but under limited supervision;• liaise and communicate effectively with others;• demonstrate good organisational skills;• reflect on and develop professional practice;• display work effectively, and make and maintain basic teaching resources.• forge good relationships with parents	<p>In addition, the Teaching Assistant might also be able to:</p> <ul style="list-style-type: none">• monitor, record and make basic assessments about individual progress• suggest alternative ways of helping children if they are unable to understand;• describe, in simple terms, the process of behaviour management with children;• identify gaps in their own experience that they need help in filling;• demonstrate the ability to learn and adapt from past experience.
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