

Person Specification

Job Title:	Teaching Assistant
Grade:	EDU3
Location:	Finham Primary School, Green Lane, Coventry CV3 6EJ

Knowledge	<ul style="list-style-type: none"> • Understanding of relevant codes of practice/ and legislation • Basic understanding of child development and learning • Training in relevant learning strategies • Knowledge of a range of strategies to promote good behaviour • Awareness of whole-school confidentiality issues • Knowledge of autism would be desirable
Skills and Abilities	<ul style="list-style-type: none"> • To effectively use ICT and other equipment – video, photocopier • Ability to relate well to children and adults • Ability to self evaluate learning needs • Able to manage the behaviour of pupils • Able to motivate and inspire young learners • Able to support processes and procedures for pupil learning • Able to demonstrate initiative and work constructively as part of a team • Able to work in a flexible and responsive way • Demonstrates tact, discretion and confidentiality • Demonstrates competence in numeracy and literacy • Good communication skills
Experience	<ul style="list-style-type: none"> • Experience of working with children of relevant age or with specific special needs, including children with speech, language and communication difficulties
Educational	<ul style="list-style-type: none"> • GCSE English and Mathematics • NVQIII for Teaching Assistants is essential or equivalent qualifications or experience
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