

# Person Specification



**We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff and volunteers to share this commitment. This post is subject to an enhanced DBS disclosure, barred list check, eligibility to work in the UK check, proof of identity, childcare disqualification check, qualifications check and living/working overseas checks and online checks**

<b>Post Title</b>	Teaching and learning support assistant	<b>Post No</b>	
<b>School</b>	Sharmans Cross Junior School		
<b>Salary Band/Range</b>	Band C. (£24,702 to £27,334) pro rata Term time only including school INSET days 08:50 – 15:30 (times may vary for staggered start/finish) Monday – Friday including lunch duty. Contract is fixed term to be reviewed in July 2025		
<b>Responsible to:</b>	Head teacher		

	<b>Essential Criteria</b>	<b>Desirable Criteria</b>	<b>Measured By</b>
<b>Education &amp; Qualifications</b>	<ul style="list-style-type: none"> <li>• A good standard of general education</li> <li>• NVQ level 3 in childcare, BTEC or NNEB or other childcare qualification.</li> <li>• Recent relevant CPD or training – e.g. in areas of SEND, effective support in the classroom</li> </ul>	<ul style="list-style-type: none"> <li>• First Aid Certificate</li> <li>• GCSE maths and English</li> </ul>	Application form Certificates  Application form

<b>Skills &amp; Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to motivate pupils to meet their potential. Awareness of, and respect for, the needs of individual pupils.</li> <li>• Able to plan and/or assess pupil's learning and support specific children with DSEN</li> <li>• Good numeracy and literacy skills</li> <li>• Effective written and verbal communication skills</li> <li>• Skilled in the management of positive behaviour for learning and barriers to learning</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to use ICT effectively to support learning</li> </ul>	Application form  Task/interview  Interview/task  Interview/application form  Task/application form
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<b>Experience &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• Experience of working with children in Key Stage 2</li> <li>• Experience of providing high quality support for students in a learning environment, evidenced by impact on progress</li> <li>• Knowledge of relevant educational policies, legislation and guidance in relation to working with, and the protection of, young people including Equal Opportunities</li> <li>• Knowledge of the special educational needs of students with social and emotional needs</li> <li>• An understanding of the principles of child development</li> <li>• An understanding of DSEN</li> <li>• Experience of planning, delivering and assessing intervention groups</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to attend appropriate training</li> <li>• Experience of working with young people with Autism</li> </ul>	Application form Interview /Application form  Application form/interview  Application form/interview  Application form  Application form/interview  Application form/interview
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<b>Core Qualities</b>	<ul style="list-style-type: none"> <li>• Flexibility, confidence and good humour</li> </ul>		Interview
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<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>• Commitment to: <ul style="list-style-type: none"> <li>○ Equal opportunities</li> <li>○ Good organisational skills</li> <li>○ Able to work as part of a team</li> <li>○ Ability to form positive relationships with pupils, staff and parents</li> <li>○ Being reliable and efficient.</li> </ul> </li> </ul>		Interview
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<b>Reviewed by</b>	J Ferguson
<b>Date</b>	February 2024