

Person Specification

Name of school: Oratory R C Primary School
 Job Title: Teaching Assistant
 Line Manager: Mrs Jane Griffiths
 Grade: Level 2/3 job description (Salary Range 1-4)

This person specification should be used in relation to the relevant Job Description

	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 	<p>In addition, the Teaching Assistant might have experience of:</p> <ul style="list-style-type: none"> • A relevant qualification in Childcare and/or Education
Experience	<p>The Teaching Assistant should have:</p> <ul style="list-style-type: none"> • Experience with young children, perhaps as a parent or voluntary worker (e.g. as a Brownie or Cub leader) 	<p>In addition, the Teaching Assistant might have experience:</p> <ul style="list-style-type: none"> • of being a paid worker in play schemes, crèches, midday supervision, after-school clubs or similar
Knowledge and Understanding	<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 	

Skills

The Teaching Assistant will be able to:

- 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.

In addition, the Teaching Assistant might also be able to:

- 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.