



## Person Specification Teaching Assistant - General (Special School) Level 2

Minimum Criteria for Two Ticks *	Criteria	Measured by
	<b>Experience</b> <ul style="list-style-type: none"> <li>Experience of working with pupils with additional needs.</li> </ul>	A
	<b>Qualifications/Training</b> <ul style="list-style-type: none"> <li>Very good numeracy/literacy skills equivalent to GCSE C and above.</li> <li>NVQ 2 for Teaching Assistants (or demonstrate equivalent knowledge, skills and experience).</li> <li>First aid training as appropriate</li> </ul>	I
	<b>Knowledge/Skills</b> <ul style="list-style-type: none"> <li>Understanding of relevant policies/codes of practice.</li> <li>Ability to relate to children and adults</li> <li>Understanding of areas of learning, e.g., SEN.</li> <li>Effective use of ICT to support learning.</li> <li>Use of other equipment technology – video, photocopier.</li> <li>Work constructively as part of a team.</li> <li>Good communication skills.</li> </ul>	A/I
	<b>Behavioural Attributes</b> <ul style="list-style-type: none"> <li>Customer focused.</li> <li>Has a friendly yet professional and respectful approach which demonstrates support and shows mutual respect.</li> <li>Open, honest and an active listener.</li> <li>Takes responsibility and accountability.</li> <li>Committed to the needs of the pupils, parents and other stakeholders and challenge barriers and blocks to providing an effective service.</li> <li>Demonstrates a “can do” attitude including suggesting solutions, participating, trusting and encouraging others and achieving expectations.</li> <li>Is committed to the provision and improvement of quality service provision.</li> <li>Is adaptable to change/embraces and welcomes change.</li> </ul>	A/I

	<ul style="list-style-type: none"> <li>• Acts with pace and urgency being energetic, enthusiastic and decisive.</li> <li>• Communicates effectively.</li> <li>• Has the ability to learn from experiences and challenges.</li> <li>• Is committed to the continuous development of self and others by keeping up to date and sharing knowledge, encouraging new ideas, seeking new opportunities and challenges, open to ideas and developing new skills.</li> </ul>	
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A = Assessed at Application  
through Test

I = Assessed at Interview

T = Assessed

**Note 1:**

***In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated these will include:***

- ***Motivation to work with children and young people.***
- ***Ability to form and maintain appropriate relationships and personal boundaries with children and young people.***
- ***Emotional resilience in working with challenging behaviours and***
- ***Attitudes to use of authority and maintaining discipline.***