

Personal Specification

Post Title: Teaching Assistant

Attributes	Criteria No	Criteria	How Identified	Rank
Relevant Experience	1	Experience of working within a school	Application & Interview	A - Essential
	2	Experience working with young children	Application & Interview	A - Essential
	3	Knowledge of EYFS & KS1 curriculum	Interview	B - Desirable
Education and Training	4	NVQ level 3	Application	A - Essential
	5	Recent First Aid qualification	Application	B - Desirable
	6	Other related training and the commitment to further professional development	Application	B - Desirable
General and Special Knowledge	7	Knowledge of Child Protection Issues and the Safeguarding of children	Application & Interview	A - Essential
	8	Knowledge of Child Development	Application & Interview	A - Essential
	9	To be able to demonstrate an up to date knowledge of current thinking and developments in the Early years and KS1	Application & Interview	A - Essential
	10	Knowledge of SEN	Application & Interview	A – Essential B - Desirable
Skills and Abilities	11	Ability to communicate well with adults and children.	Interview	A - Essential
	12	Excellent people skills	Interview	A - Essential
	13	To be able to demonstrate the ability to be a positive team member	Application & Interview	A - Essential
	14	Ability to write legibly and have good presentation skills	Application & Interview	B- Desirable
	15	Computer literate	Interview	A - Essential
	16	Good organisation skills	Interview	B – Desirable
	17	Demonstrate creative ability and capacity to work independently and efficiently	Interview	A- Essential
Additional Factors	18	Understanding of Equal Opportunities	Interview	B - Desirable
	19	Awareness of Health and Safety and practical hygiene issues	Interview	B - Desirable
	20	Able to demonstrate the ability to take on responsibility	Application & Interview	A - Essential
	21	Ability to use initiative	Interview	A - Essential
	22	Suitability to work with children and young people	Interview	A - Essential
	23	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	Interview	A - Essential
	24	Emotional resilience in working with challenging behaviours and appropriate attitudes to the use of authority and maintaining discipline	Interview	A – Essential
	25	Ability to interact with all stakeholders especially participating in the links and partnership with parents and Governors	Application & interview	A – Essential
	26	To demonstrate high integrity and total discretion/loyalty	interview	A- Essential