

## PERSON SPECIFICATION

### JOB TITLE: Advanced Level Teaching Assistant (ATA)

<b>Essential upon appointment</b>	<b>Desirable on appointment</b> (if not attained, development may be provided for successful candidate)
<p><b>Knowledge</b></p> <ul style="list-style-type: none"> <li>• Good understanding of child/young people’s development and learning processes</li> <li>• An understanding that children / Young people have differing needs and knowledge of inclusive practice</li> <li>• Knowledge and understanding of the Primary curriculum</li> <li>• Knowledge of Behaviour Management techniques</li> <li>• Knowledge of Child Protection and Health &amp; Safety legislations and procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Phonics subject knowledge</li> <li>• Knowledge of the EYFS, KS1 and KS2 curriculum</li> </ul>
<p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Experience of working with children in an education setting</li> <li>• Experience of working with children within ages 4 – 11 years</li> </ul>	<ul style="list-style-type: none"> <li>• Have worked in a supportive role within school</li> <li>• Experience in a relevant specialism</li> <li>• Experience of delivering evidence based interventions that accelerate learning</li> </ul>
<p><b>Skills</b></p> <ul style="list-style-type: none"> <li>• Demonstrable IT skills and ability to use them as part of the learning process, or, the ability to develop IT skills in a reasonable timeframe</li> <li>• Good written and verbal communication skills: able to communicate effectively and build good relationships with all teachers, children, young people, families and carers</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrable IT skills and ability to use them as part of the learning process, or, the ability to develop IT skills in a reasonable timeframe</li> </ul>
<p><b>Qualifications</b></p> <ul style="list-style-type: none"> <li>• Relevant NVQ 3 or equivalent in Childcare</li> </ul>	<ul style="list-style-type: none"> <li>• Appropriate Paediatric First Aid training</li> <li>• Food hygiene qualification</li> </ul>

<b>Essential upon appointment</b>	<b>Desirable on appointment</b> (if not attained, development may be provided for successful candidate)
<p><b>Personal Qualities</b></p> <ul style="list-style-type: none"> <li>• Demonstrable interpersonal skills</li> <li>• Ability to work successfully in a team</li> <li>• 'I can do attitude'</li> <li>• Able to exercise discretion and judgement</li> <li>• Confidentiality</li> <li>• Flexibility</li> <li>• Punctuality</li> <li>• Creativity</li> </ul>	<ul style="list-style-type: none"> <li>• Flexibility in supporting our extended day provision as and when it is required</li> <li>• Flexibility in covering for absent staff to support school needs</li> </ul>
<p><b>Other Requirements</b></p> <ul style="list-style-type: none"> <li>• Enhanced DBS clearance</li> <li>• Completed online check</li> <li>• To be committed to the school's policies and ethos</li> <li>• To be committed to Continuing Professional Development</li> <li>• Motivation to work with children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>• Emotional resilience in working with challenging behaviours and attitudes</li> <li>• Ability to use authority and maintaining discipline</li> </ul>	