

Templemoor Infant and Nursery School



PERSON SPECIFICATION – TEACHING ASSISTANT LEVEL 2

Please note that the 'Essential' criteria of this person specification **must be met in full**. Please address this person specification in your supporting statement on the application form.

QUALIFICATIONS	Essential	Desirable	Evidenced
To be qualified to NVQ level 2 or working towards NVQ3	✓		AF/C
To possess or be willing to work towards a full or emergency Paediatric First Aid certificate within 3 months of starting work.		✓	AF/C
Excellent numeracy/ literacy skills.	✓		AF/C
Evidence of personal commitment to continued professional development.		✓	AF

EXPERIENCE	Essential	Desirable	Evidenced
Recent and successful experience of working with children in a primary school, ideally in the Early Years Foundation Stage.	✓		AF/R
Experience of effective working with a team of colleagues and other stakeholders.	✓		AF/O/I/R

KNOWLEDGE AND UNDERSTANDING	Essential	Desirable	Evidenced
Able to demonstrate knowledge of the Early Years Foundation Stage.	✓		AF/I
Demonstrate a sound knowledge of how children learn and how to create and maximize learning opportunities.	✓		AF/I
Have an understanding of child-led learning.	✓		AF/I
Have an understanding of the role of observation and assessment in supporting children's learning.	✓		AF/I/R
Effective use of ICT to support learning.		✓	AF/I/R
To be aware of and follow all school policies and procedures.	✓		AF/I

SKILLS	Essential	Desirable	Evidenced
To be motivated and enthusiastic.	✓		AF/I
To relate well to children and share their interests and enthusiasms.	✓		AF/O/I
To relate well to adults and have good interpersonal skills.	✓		O/I
To work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.	✓		AF/O/I

To observe, monitor and provide constructive feedback on pupils' progress.	✓		AF/O/I
To have sound written and oral communication skills.	✓		AF/O/I/R
To promote the school's aims positively within and beyond the school community.	✓		AF/I/R

PHILOSOPHY	Essential	Desirable	Evidenced
Able to demonstrate a commitment to ensuring all children achieve their full potential.	✓		AF/I
Able to demonstrate a willingness to be involved in extra-curricular activities and the wider life of the school.	✓		AF/I/R
Adaptable to change.	✓		I/R
Able to demonstrate the drive and determination to improve own practice.	✓		I/R

PERSONAL QUALITIES	Essential	Desirable	Evidenced
To be self-critical and reflective.	✓		AF/I
To maintain the highest standards of professionalism.	✓		AF/I
To demonstrate high expectations of yourself, other staff and all children.	✓		AF/I/R
To be approachable and caring to both children and staff.	✓		AF/I/R
To develop effective relationships with parents/carers.	✓		AF/I/R
To respond creatively and positively to new challenges and change.	✓		I/R
To be self-motivated and to take the initiative and be prepared to ask for advice or help when necessary.	✓		I/R
To effectively and efficiently manage personal time.	✓		I/R
To be hardworking, committed and dedicated, demonstrating a commitment to going 'above and beyond'.	✓		AF/I/R
To demonstrate a willingness to be involved in social aspects of the school.		✓	I/R

SAFEGUARDING	Essential	Desirable	Evidenced
To be committed to the school's policies on safeguarding children and equal opportunities.	✓		AF/I/R
The ability to work in a way that promotes the safety and wellbeing of all children.	✓		AF/I/R
Two fully supported references.	✓		AF/R
Satisfactory Enhanced DBS.	✓		D

Code	
AF	Application Form
C	Certificates
O	Observation
I	Interview
R	References
D	Disclosure

CV's will **NOT** be accepted. Issues arising from references will be taken up at interview. All appointments are subject to satisfactory references and a satisfactory enhanced DBS check.