



## Person Specification

### SEND Teaching Assistant, linked to external funding

Staploe Education Trust and its schools are committed to safeguarding and promoting the welfare of children and young people, and expects all adults working within our Trust to share this commitment

Attributes	Essential	Desirable
<b>Education and Qualifications</b>	<ul style="list-style-type: none"> <li>Educated to GCSE (or equivalent) level in English and Maths at Grades A*- C (9-4)</li> <li>NVQ Level 3 for Teaching Assistants or equivalent</li> <li>Relevant training for a child with complex SEND needs - <i>Please note all relevant training will be provided</i></li> </ul>	<ul style="list-style-type: none"> <li>First Aid training</li> <li>Evidence of continued professional development</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Relevant and recent experience of working in a school as a Teaching Assistant or similar</li> <li>Ability to work with small groups or individual pupils</li> </ul>	<ul style="list-style-type: none"> <li>Experience of supporting children in a classroom environment, including those with special educational needs</li> <li>Experience of leading whole class activities within mathematics, English and across the wider curriculum</li> </ul>
<b>Skills, Knowledge and Aptitude</b>	<ul style="list-style-type: none"> <li>Good communication skills and the ability to relate well to children, staff and parents</li> <li>Confident working in a classroom environment</li> <li>Able to monitor pupils' responses to set learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to allow children to achieve intended learning outcomes</li> <li>Able to contribute to a range of teaching, learning and pastoral activities</li> <li>Able to take responsibility for delivering intervention programmes over an extended period to groups of children with differing needs</li> <li>Excellent organisational, interpersonal and communication skills</li> <li>Ability to assist in the recording of lessons and assessment as required by the teacher</li> <li>Ability to offer constructive feedback to pupils to reinforce self-esteem</li> <li>Able to identify priorities quickly and accurately and to ensure that deadlines are met</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge and understanding of the Early Years Framework and The Primary National Curriculum and how sequences of learning may be adapted to match diverse pupil needs</li> <li>Knowledge of SEN Code of Practice</li> <li>Ability to carry out and report on systemic observations of pupils' knowledge understanding and skills</li> <li>Ability to plan, monitor, track and assess a range of intervention programmes</li> <li>Ability to speak a second language</li> </ul>



	<ul style="list-style-type: none"> <li>• Able to manage individual and group pupil behaviour</li> <li>• An effective communicator with excellent written and verbal communication skills</li> <li>• Ability to work collaboratively with a range of colleagues</li> <li>• Able to present information in a logical, clear and concise format and to communicate this effectively to colleagues, both verbally and in writing</li> <li>• Ability to work with autonomy within set boundaries</li> <li>• Effective at dealing with unexpected events in a calm, professional manner</li> <li>• Ability to manage own workload</li> <li>• Ability to provide ad-hoc classroom cover in the absence of the class teacher</li> <li>• Ability to converse at ease and provide advice and information in accurate spoken English</li> <li>• Confidence to use ICT to support children with SEND</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• Willingness to be flexible</li> <li>• Enthusiastic and energetic</li> <li>• Willingness to undertake further training/development opportunities</li> <li>• Empathy with children facing barriers to their learning</li> <li>• A commitment to helping young pupils achieve, through education and learning</li> <li>• Committed to safeguarding and promoting the welfare of young people</li> <li>• Evidence of relevant personal development</li> <li>• A commitment to developing the professional skills of yourself and others</li> </ul>	

You must meet the essential criteria in order to be shortlisted for this post and it would be advantageous if you meet the desirable criteria.