St Aidan’s Church of England [Aided] Memorial Primary School



PERSON SPECIFICATION

LEVEL 3 TEACHING ASSISTANT

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|  | ESSENTIAL | DESIRABLE | EVIDENCE |
| APPLICATION | * Fully supported by references * Well written, well-structured and well-presented application * Form must be complete and accurate |  | * Application * References |
| QUALIFICATIONS | * GCSE Maths and English A – C * NVQ Level 3 (or equivalent) | * Evidence of further study relating to child development | * Application * Interview |
| EXPERIENCE, KNOWLEDGE AND SKILLS | * Experience of working in a primary school * Able to relate well with pupils, teachers and parents * Sensitivity and understanding | * An up-to-date knowledge of safeguarding procedures in school * Up-to-date knowledge of current educational developments | * Application * References * Interview |
| PERSONAL  ATTIRIBUTES | * Highly motivated and committed * Excellent organisational skills * To manage time effectively, meet deadlines and work well under pressure * Knowledge of data protection and the need to respect confidentiality * Punctual and reliable * Flexibility | * Keep a good working relationship with colleagues when under pressure * At all times to keep a good sense of humour | * Application * References * Interview |
| PROFESSIONAL  DEVELOPMENT | * Continuing Professional Development appropriate to the role of Teaching Assistant * Understanding of Safeguarding and promoting the welfare of children |  | * Application * Interview |

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The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Appointment to this post is subject to an enhanced DBS and full background check.