

Federation of Little Marlow and Holy Trinity CE (A) Schools

Person Specification: Teaching Assistant

	Essential	Desirable
Qualifications	Good basic education to GCSE level in literacy and numeracy, or the equivalent (Grade C or above)	
Experience	The TA should have experience of working with young children which could be voluntary	Experience of working as a teaching assistant or equivalent
Knowledge and understanding	The TA should have knowledge and understanding of: <ul style="list-style-type: none"> • the needs of young children; • child development and the ways in which children learn; • the roles played by various adults in a child's education; • equal opportunities. 	
Skills	The TA will be able to: <ul style="list-style-type: none"> • help professional staff to achieve their objectives; • assist children on an individual basis, but also work as a member of a team; • monitor, record and make basic assessments about individual progress • explain tasks simply and clearly; • supervise and control children, and adhere to defined standards; • work with guidance, but under limited supervision; • liaise and communicate effectively with others; • demonstrate good organisational skills; • get involved in professional development, and attend courses; • display work effectively, and make and maintain basic teaching resources. 	In addition, the TA will also: <ul style="list-style-type: none"> • have experience in specific areas including ASD, ADHD Speech and Language and Attachment Disorder • have identified gaps in their own experience that they need help in filling; • demonstrate the ability to learn and adapt from past experience. • be able to administer first aid and some medicines
Personal characteristics	Calmness Confidentiality Empathy Enthusiasm Flexibility Initiative	