



**Person Specification**

**Post Title: Teaching Assistant - communication**

<b>Qualifications</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidenced</b>
English & Mathematics GCSE grade C or above (or equivalent).	✓		AF/CQ
Further professional qualifications.		✓	AF/I/R
Evidence of personal commitment to continued professional development.		✓	AF/I/R
<b>Experience &amp; Skills/Knowledge</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidenced</b>
Ability to speak a community language fluently preferably Slovakian	✓		
Successful recent experience working with secondary aged children		✓	AF/I/R
Ability to communicate accurately and effectively in different formats, to different audiences (particularly parents), and to use ICT confidently.	✓		AF/I/R
Excellent time management and administrative skills.	✓		AF/I/R
Experience of working successfully with other professionals, agencies and parents.		✓	AF/I/R
Knowledge of general aspects of child development.		✓	AF/I/R
Ability to relate positively to often disengaged students.	✓		AF/I/R
Ability to motivate, inspire and have high expectations of SEMH students	✓		AF/I/R
Experience of working effectively as part of a team but also proven ability to work independently on given tasks.	✓		AF/I/R
<b>Supporting students holistic progress</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidenced</b>
Able to demonstrate knowledge & experience of inclusive teaching & learning strategies to support children with special educational needs and disabilities.	✓		AF/I/R
Ability to interpret diagnostic data effectively.		✓	AF/I/R
Ability to provide meaningful and timely feedback to students in line with the school's policy.	✓		AF/I/R
A commitment to the school-wide focus of student attainment and raising aspirations.	✓		AF/I/R
Ability to communicate students' progress, attainment and attitude to learning in a sensitive, but accurate manner to parents, students, other teachers and professionals.	✓		AF/I/R
Able to demonstrate experience in assessing students' achievements and tailoring future learning to ensure groups and individuals make outstanding progress.	✓		AF/I/R
<b>Personal Qualities &amp; Attributes</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidenced</b>
Able to maintain the highest standards of professionalism.	✓		I/R
Able to develop and maintain appropriate and effective relationships with students, staff, parents/carers and other professionals.	✓		I/R
Able to respond creatively and positively to new challenges and change.	✓		I/R
Ability to work under pressure, prioritise and remain emotionally resilient.	✓		I/R
Able to be self-critical and reflective.	✓		I/R
Able to demonstrate a willingness to be involved in the wider social aspects of the academy.		✓	I/R
<b>Safeguarding</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidenced</b>
A commitment to safeguarding and promoting the welfare of children, young people and/or adults.	✓		I/R
A requirement to implement all Safeguarding and Health & Safety policies and procedures.	✓		I/R
A Disclosure & Barring Service check (DBS) at enhance level, to be completed if successful	✓		DBS
<b>Physical Requirements</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidenced</b>
Ability to maintain fitness for work with no serious health problems which are likely to impact upon job performance; (that is, ones that cannot be accommodated by reasonable adjustments under the Equalities Act 2010).	✓		AF/I/R
Good attendance record in current/previous employment, college or school as appropriate (not including absences resulting from disability).	✓		I/R

Key: AF – Application Form      I – Interview Process      R – Reference  
 CQ - Certificate of Qualification      DBS - Disclosure & Barring Certificate

