|  |
| --- |
|  |

|  |
| --- |
| **• Be able to model excellent communication and interpersonal skills.****• Have a good understanding of how children learn.****• Be flexible and able to adapt to the needs of the children.****• Support children with SEND.****• Be committed to raising standards.****• Be able to liaise closely and develop a working relationship with teachers, support staff, parents and the wider community.****• To carry out negotiated duties which involve the support of individual students or small groups of students, assisting with learning related activities.****• To assist class teachers with the preparation of teaching materials and other resources.** |



**Employee Specification**

|  |  |  |
| --- | --- | --- |
| **Post Title: Teaching Assistant Grade 3** | **The Every Child Matters Academy Trust** | **Grade: 3** |
| **Criteria No**  | **Attributes**  | **Criteria** | **How Identified** | **Rank** |
| 1. | **Experience** | Recent relevant experience |  A/I | Desirable |
| 2. |  | Working with or caring for children of relevant age | A/I | Desirable |
| 3. |  | General technical/resource support | A/I | Desirable |
| 4. |  | Experience in EYFS | A/I | Desirable |
| 5. | **Education and Training Attainments** | Good numeracy/literacy skills | A/I | Essential |
| 6. |  | 2 GCSEs at grade A to C in English and Maths or equivalent (e.g. NVQ level 2 or Level 2 Certificate) | A/I | Essential |
| 7. | Training in relevant learning strategies e.g. literacy | A/I | Desirable |
| 8.  | First aid training/training as appropriate | A/I | Desirable |
| 9. | Participate in development and training opportunities  | A/I | Essential |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 10. | **General and Special Knowledge** | Effective use of ICT to support learning | A/I | Desirable |
| 11. |  | Use other equipment technology e.g. computer, video, photocopier | A/I | Desirable |
| 12. | General understanding of national/foundation stage curriculum and other basic learning programmes/strategies | A/I | Desirable |
| 13. | Basic understanding of child development and learning  | A/I | Desirable |
| 14. | **Skills & Attributes** | Ability to relate well to children and adults  | A/I | Essential |
| 15. |  | Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these | A/I | Essential |
| 16. | Use of relevant equipment / resources | A/I | Desirable |
| 17. | knowledge of particular subject/technical area | A/I | Desirable |
| 18. | Ability to identify own training and development needs and co-operate with means to address these | A/I | Essential |
| 19. | **Additional factors** | Demonstrate a commitment to Equal OpportunitiesInterest in or experience of providing Physical Education/Sport activities | A/I | EssentialDesirable |
| 20. |  | To comply with all Trust policies adopted by the Trust Board for example, Health and Safety, Equal Opportunities, child Protection and data protection. | A/I | Essential |