



## Person Specification Form

**Post Title – Teaching Assistant – Level 2b**

Personal Attributes required (on the basis of the job description)	Essential	Desirable
<p><b>Qualifications</b></p> <p>NVQ level 2 or above qualification – appropriate to the post (or equivalent)</p> <p>Level 2 or equivalent qualification English / Literacy and Mathematics / Numeracy</p>		<p>✓</p> <p>✓</p>
<p><b>Experience</b></p> <p>Experience of working with or caring for children of relevant age</p> <p>Experience of working in a relevant classroom/service environment</p> <p>Experience of Administrative work</p> <p>Experience of supporting students with challenging behaviour</p> <p>Experience of working with a student with Downs Syndrome</p>	<p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>
<p><b>Knowledge / skills / abilities</b></p> <p>Ability to operate at a level of understanding and competence equivalent to NVQ Level 2 standard</p> <p>Ability to relate well to children</p> <p>Ability to work as part of a team</p> <p>Good communication skills</p> <p>Ability to supervise and assist students</p> <p>Time management skills</p> <p>Organisational skills</p> <p>Knowledge of the concept of confidentiality</p> <p>First Aid Certificate</p> <p>Administrative skills</p> <p>Knowledge of Early Years Foundation Stage</p> <p>Good numeracy and literacy skills</p> <p>Ability to make effective use of ICT</p> <p>Flexible attitude to work</p> <p>A knowledge and understanding of the needs of a student with Downs Syndrome</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>
<p><b>Other</b></p> <p>Commitment to undertake in-service development</p> <p>Commitment to safeguarding and protecting the welfare of children and young people</p>	<p>✓</p> <p>✓</p>	