

PERSON SPECIFICATION – TEACHING ASSISTANT APPOINTMENT – LEVEL 2			
FACTOR	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
1. SKILLS, KNOWLEDGE AND APTITUDES	<ul style="list-style-type: none"> • Candidates must show the ability; to work with both adults and children, to be innovative and flexible & to monitor and record children's progress • A basic knowledge and understanding of child development and how children learn • Experience of working on individual learning programmes • Candidates must be able to carry out programmes of work without direct supervision, as directed by the teacher and/or SENCo. • Understanding of child protection and safeguarding issues • Working knowledge and understanding of the National Curriculum and other relevant learning programs 	<ul style="list-style-type: none"> • Be aware of child protection regulations and referral processes. • To have experience of intervention strategies used to accelerate children's learning. • Have some understanding of the breadth of assessment. 	<ul style="list-style-type: none"> • Interview • Letter of application • Application form
2. QUALIFICATIONS AND TRAINING	<ul style="list-style-type: none"> • Level 2 Literacy and Numeracy, or Grade A to C at GCSE • Candidates should have a broad and balanced education with evidence of recent training in an appropriate child centred environment. • A willingness to learn how to use appropriate ICT 	<ul style="list-style-type: none"> • Other relevant NVQ or equivalent qualifications (e.g. Accredited Teaching Assistant training). • The ability to use ICT. 	<ul style="list-style-type: none"> • Application form • Certification of qualifications – original certificates will need to be produced to school • Letter of application
3. EXPERIENCE	<ul style="list-style-type: none"> • Experience of working in an educational setting at Foundation, KS1 or KS2. 	<ul style="list-style-type: none"> • Candidates may be able to demonstrate a range of experience of working with children and have some experience of managing challenging behaviour or motivating children who have switched off to learning. • Experience in supporting children with SEMH needs 	<ul style="list-style-type: none"> • Application form • Reference • Letter of application • Interview
4. DISPOSITION	<ul style="list-style-type: none"> • Able to; be patient, relate to and motivate children, develop positive relationships with staff, parents and governors • Work on own initiative • Work constructively within a team, understanding appropriate roles and working in a positive manner to overcome challenges • Sense of humour and enthusiastic • To show commitment to Equal Opportunities 		<ul style="list-style-type: none"> • Reference • Interview • Letter of application

5. TRAINING	<ul style="list-style-type: none"> • Willing to undertake training as necessary • Commitment to own professional development 		<ul style="list-style-type: none"> • Interview
5. SPECIAL REQUIREMENTS	<ul style="list-style-type: none"> • Candidates should have a shared belief in the aims and ethos of our academy. • Ability and willingness to undertake occasional work outside of school hours as required 		<ul style="list-style-type: none"> • Interview

Ormiston Meadows Academy is committed to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment. Please visit our school website – www.ormistonmeadows.co.uk – to view our Safeguarding Statement and Policy. Our Equality Policy can also be found on our website

Candidates invited to interview will be required to bring with them certificates evidencing any qualifications declared on their application form. The successful candidate will be required to undergo pre-employments checks, including:

- Barred List and DBS check
- Right to Work in the UK check
- Confirmation of ID
- Two satisfactory references
- Health Clearance
- Qualifications check
- Verification of address check
- Certificate of Good Conduct, in addition for Teaching posts a Letter of Professional Standing (if appropriate)

Canvassing any member of staff, or member of the Governing Body, directly or indirectly, is prohibited and will be considered a disqualification

All vacancies are managed in accordance with the Academy’s ‘Recruitment and Selection Policy and Procedure’