



PERSON SPECIFICATION

IMPORTANT

THE REHABILITATION OF OFFENDERS ACT

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job; **YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE BACK PAGE OF THE APPLICATION FORM.**

If successful, you will also be required to apply for a Criminal Record Check from the Disclosure and Barring Service. The level of check required for this job is an Enhanced Disclosure.

JOB TITLE: Teaching Assistant

GRADE: Grade 4

DEPT/SERVICE: The Learning for Life Partnership t/a Daven Primary School

Qualifications	Desirable Criteria	Met
<ul style="list-style-type: none"> NVQ Level 2 or Higher 	<ul style="list-style-type: none"> Further Qualifications Computer Literate Willingness to undertake further training and/or qualifications relevant to the role 	
Subject	Criteria	Met
Experience and Knowledge	<ul style="list-style-type: none"> Experience of planning, preparing and delivering specified work to individuals and groups Experience of delivering and assessing areas of the curriculum with teacher guidance The ability to create a happy, challenging and effective learning environment Understanding of safeguarding and child protection procedures A thorough understanding of what constitutes effective teaching and learning An understanding of effective monitoring evaluation and assessment An understanding of effective practice in teaching and know when to seek advice and support Adaptable and resourceful to meet new challenges – have a flexible approach to challenge and change Experience of working with/or developing links with parents and other outside agencies 	
skills	<ul style="list-style-type: none"> Excellent writing, speaking and listening skills Helpful, positive, calm and caring nature Ability to deal with sensitive situations with integrity Able to plan, organise and prioritise Excellent understanding of safeguarding policies and procedures and their role in child protection Ability to be flexible to changing workload demands and new challenges The ability to make decisions in consultation with the class teacher, Principal and SLT Computer Literate Initiative to prepare and clear up learning resources Commitment to maintaining confidentiality at all times 	