

WOODFIELD SCHOOL PERSON SPECIFICATION



JOB TITLE: Teaching Assistant

1. EXPERIENCE AND QUALIFICATIONS	Essential	Desirable	Method of Assessment
Supporting Teaching and Learning Level 2 or equivalent		✓	Application Form Interview References Certificates
Evidence of relevant courses related to SEN		✓	
Demonstrable commitment to own continued professional development		✓	
Experience of supporting children with significant SEN (severe and profound learning difficulties) in either mainstream or special school settings		✓	
2. KNOWLEDGE AND UNDERSTANDING, SKILLS AND ATTRIBUTES			
Be aware of and comply to the policies and procedures relating to child protection, safety and security, and confidentiality – committed to keeping children safe	✓		Application Form
Personal enthusiasm for and commitment to the learning process	✓		
Understand and embrace the school ethos	✓		Interview
Able to motivate pupils to learn	✓		
High expectations of pupil achievement and attainment	✓		References
Ability to show initiative in a range of situations	✓		
Ability to work with sensitivity and respect	✓		
Ability to interact positively with pupils, parents and colleagues	✓		
The ability to work effectively as part of a team	✓		
An ability to manage pupils behaviour effectively	✓		
Awareness of Data protection and confidentiality	✓		
Ability to use basic ICT confidently	✓		
A commitment to home school links and the value of warm, welcoming ethos for children and adults alike.	✓		
Ability to provide necessary personal care to children including manual handling and toileting	✓		
3. PERSONAL SKILLS AND ATTRIBUTES			
Good level of communication skills (written and verbal)	✓		Application Form
Excellent interpersonal skills	✓		
A passion for working with pupils with SEN and their families	✓		Interview
Enjoy being with children and relate well to them	✓		
Committed to safeguarding and promoting the welfare and wellbeing of children	✓		References
Able to fit into and work with the current team	✓		
Empathy for pupils & colleagues	✓		
Personal resilience and the ability to support others	✓		
Enthusiastic, hardworking, dedicated and loyal	✓		
Ability to remain calm, positive and approachable in the face of difficulties	✓		
Ability to take the initiative	✓		
Open minded and creative	✓		
Self-confidence and presence	✓		
Energy, determination and perseverance	✓		
Reliability and integrity	✓		
Well organised and committed to high standards	✓		

3. PERSONAL SKILLS AND ATTRIBUTES	Essential	Desirable	Method of Assessment
Friendly and approachable	✓		Application Form
Have a sense of humour	✓		
Be comfortable working in a physically active environment	✓		
Co-operative, flexible & responsible	✓		
Ability to work flexibly to meet the needs of the school	✓		Interview
Committed to continuous school improvement	✓		References
Willing to contribute to the wider life and ethos of the school	✓		