
Personal specification for the role of Level 3 Teaching Assistant

Qualifications	<ul style="list-style-type: none"> • Minimum of a Level 3 Diploma (or equivalent) with proficient practical skills. • Minimum of GCSE Grade C or higher (or equivalent) in English and Mathematics • Further CPD in relation to send (desirable) • Further CPD in relation to reading/ early phonics.
Experiences	<ul style="list-style-type: none"> • Previous experience of working or volunteering with children in the Early Years, Key Stage 1 or 2. • Desirable to have worked with children with SEND. • Experience of leading and planning small group lessons/ activities.
Skills and Abilities	<ul style="list-style-type: none"> • Good spoken and written English • Numeracy and literacy skills • Have the ability to relate well to children and adults, understanding their needs and being able to respond accordingly. • Good influencing skills to encourage pupils to interact with others and be socially responsible. • Ability to work under the direction of the SENCO/ class teacher but also to work independently and use initiative appropriately. • Personal care skills including openness to supporting dressing and toileting needs. • Specialist training or experience of speech and language support programmes, using Makaton or other similar skills (desirable), MAPA training. • IT skills. • Effective communication with parents
Knowledge	<ul style="list-style-type: none"> • Knowledge of policies and procedures relating to child protection, health, safety, security, equal opportunities and confidentiality. • Knowledge of the Early Years Foundation Stage, Key Stage or 2 • Knowledge of SEND, e.g. ADHD, Autistic Spectrum, Speech and Language needs or similar (desirable) • Knowledge of how to support pupils with SEND and to be able to signpost to external professionals. • Knowledge of safeguarding procedures in school and what to do in the event of a concern.



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