



**Willow Bank School**  
Learn Grow Achieve Together

## Person Specification: Teaching Assistant (Level 3)

		Essential:	Desirable:	Where measured:
<b>Knowledge</b>	Understanding and working knowledge of the national curriculum and other learning programmes (e.g. knowledge of core subjects and the willingness to learn curriculum content as required to effectively support pupil progress)	✓		A/I/LO
	Working knowledge of the principles of child development, approaches to learning and independent learning	✓		I
	Has an understanding of how to support EHCP targets through learning support	✓		I
	Understanding of inclusion, especially within a school setting	✓		A/I
	Experience of resource preparation to support learning programmes		✓	I
	Working knowledge of relevant policies/codes of practice/legislation	✓		A/I
<b>Skills/Abilities</b>	Able to link teaching and pedagogy to the bespoke learning needs of pupils	✓		A/I/LO
	Able to set, maintain and actively promote high standards of student behaviour	✓		
	Ability to build and maintain effective working relationships with all pupils and colleagues	✓		
	Good self-management skills, including the effective time-management	✓		
	Good decision-making skills; the ability to identify and implement solutions to problems	✓		
	Ability to adapt own approach in accordance with pupil needs	✓		
	Willing to offer enrichment activities for pupils	✓		A/I
	Excellent self-awareness, with an ability to remain calm and communicate effectively when faced with challenging behaviours	✓		A/I/LO
	An excellent team player with good inter-personal skills.	✓		A/I
	Strong personal numeracy and literacy skills	✓		A
	Strong ICT skills and the ability to learn new systems and software as required	✓		A/I
	Able to liaise sensitively and effectively with parents and carers, recognising their role in pupils' learning and engagement	✓		A/I
<b>Experience</b>	Experience of working with children who have SEMH needs	✓		A/I
	Pastoral and/or Form Tutor team experience	✓		A/I
	Knowledge/experience of de-escalation techniques and Team-teach philosophy		✓	A/I



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		Essential:	Desirable:	Where measured:
<b>Qualifications</b>	Relevant experience of working with children in an educational setting	✓		A
	NVQ L3 or equivalent in teaching assistance, or a willingness to complete an equivalent course upon appointment to the role	✓		A/I
	Evidence of continuous professional development	✓		A/I
	Willingness to complete professional development as required e.g. First Aid administration	✓		A/I
<b>Educational Philosophy</b>	A commitment to ensure that all students achieve their full potential	✓		A/I
	A commitment to the vision, values and aims of the school	✓		A/I
	A commitment to safeguarding all young people	✓		A/I
	A commitment to keeping updated on developments in education and learning support	✓		A/I
<b>Other circumstances</b>	A willingness to contribute to the wider life of the school	✓		A/I
	Holds a full and valid UK driving licence		✓	
	Willingness to undertake minibuss driving certification and transport pupils to off-site activities		✓	
	An ability to fulfil all spoken aspects of the role with confidence through the medium of English	✓		I

**A: Application**  
**I: Interview**  
**LO: Lesson observation**