



Teaching Assistant Person Specification

VACANCY:

Teaching Assistant – Person Specification

Qualifications:

- An understanding of conventional child development is essential
- It would be an advantage to have a qualification in working with children, e.g. NNEB, NVQ, Level 2 or Level 3 in Childcare or Health & Social Care.

Experience:

- It would be a great advantage to have had experience of working with children who have special needs in either a school or nursery setting, SLD/PMLD especially.

Skills and Abilities:

- Literacy & numeracy skills - you will need to write observations about the children. We don't worry about spelling but we need to be able to read and understand them. You will need to be able to read and understand instructions on equipment, medicine bottles, syringes and so on.
- ICT skills - many of our children rely on technology, for learning, for fun, for speaking and many more things, so you will need to be able to learn to use their technologies. Also we rely on e-mails, our intranet and the wider internet to find information.
- Communication skills - you will need to be able to communicate effectively and appropriately with all sorts of people, as well as the children, including other professionals; parents and families; visitors.
- Common sense - a lot of what you will do will be following teachers', therapists' or nurses' instructions. Once you are competent, you may well be working on your own with a child. We need to be sure that you will be safe and that the input you give to the child will be useful and relevant. There are also many health and safety factors to understand working with our children.
- Team work - you will be a member of many teams. It is crucial that we work together effectively and efficiently. This means excellent communication, co-operation and respect for each other.
- Able to operate as a positive member of a team.
- Able to read, understand and implement policies and procedures.
- Have the ability and be willing to work flexibly with any pupil in the school in a variety of situations from a range of disciplines.
- Be capable of carrying out all duties e.g. pushing wheelchairs, moving and handling (after training has been given).
- Have the ability to communicate clearly (verbally and written) to staff, parents and other outside agencies.
- Willing to take part in professional development.
- Able to follow instructions.

- Able to show initiative.
- Have an empathy towards children who have special needs.
- Behave in an appropriate confidential and professional manner.

Rutherford
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Respect Always



