

West Riding Academy

Person Specification

Post Title: Teaching Assistants

Band: E Grade, Term Time Only

	Essential	Desirable	How Assessed
Qualifications & Experience <ul style="list-style-type: none"> Grade C or above in both English & Maths GCSE or equivalent Experience of supporting children with special educational needs and challenging behaviour 	✓	✓	AF AF
Classroom experience <ul style="list-style-type: none"> Ability to make sound judgements regarding the attainment & progress of pupils Working in a school with children with SEND Knowledge of the National Curriculum and supportive strategies, accredited pathways Understanding of pupil progress and outcomes Has experience of the development and implementation of Individual Education/ Behaviour/Support/Mentoring plans. Can provide positive feedback to pupils in relation to progress, achievement, behaviour and attendance Able to deliver a diverse package of learning & pastoral support to pupils 	✓ ✓ ✓	✓ ✓ ✓ ✓	AF/I I/R AF/R AF/I/R I/R AF/I/R AF/I/R
Developing self and working with others <ul style="list-style-type: none"> Ability to set appropriate and challenging targets for self and others Ability to make and take decisions both individually part of a team. An understanding of when to consult or seek advice and when to be responsive to feedback Ability to contribute to and share information about the pupils with the teachers and team. Commitment to partnership between staff, parents and pupils Demonstrate ability to work sensitively and effectively with parents/carers as agreed 	✓ ✓ ✓ ✓ ✓ ✓		I/R I I I/R AF/I/R AF/I/R
Securing Accountability <ul style="list-style-type: none"> Ability to use information and observations of pupils and teachers to inform strategies to support learning, behaviour and attendance Ability to address barriers to learning, discuss relevant issues and achieve a resolution 	✓	✓	I/R AF/I

<ul style="list-style-type: none"> To demonstrate capacity to work independently or part of team with individuals or groups of children 	✓		I/R
Personal Qualities and Attributes <ul style="list-style-type: none"> Excellent interpersonal skills with the ability to enthuse and motivate others Self-reflective Ability to prioritise Ability to work under pressure Dynamic, positive, creative and constructive Open and approachable Conscientious, honest and reliable Child centred Capacity to make dynamic risk assessments and remain calm in challenging circumstance 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ 		<ul style="list-style-type: none"> I I I I I I/R I/R I/R
Safeguarding <ul style="list-style-type: none"> Suitability to work with, and ability to form and maintain appropriate relationships and personal boundaries with children A commitment to safeguarding and promoting the welfare of children, young people and/or vulnerable adults An understanding of and commitment to equal opportunities issues both within the work place and the community in general A criminal records check at and enhanced level Exempt from the rehabilitation of Offenders Act, 1974 (All spent convictions to be declared) 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ 		<ul style="list-style-type: none"> I/R AF/I/R I CRB/DBS AF
Physical requirements <ul style="list-style-type: none"> No serious health problems which is likely to impact upon job performance; (that is, one that cannot be accommodated by reasonable adjustments) Good sickness/attendance record in current/previous employment, college or school as appropriate, (not including absences resulting from disability) 	<ul style="list-style-type: none"> ✓ ✓ 		<ul style="list-style-type: none"> I/R I/R

Key: AF – Application Form I – Interview O - Observation R – Reference

This specification has been prepared in accordance with the requirements of the Council's Equal Opportunities in Employment Policy. We undertake to make any 'reasonable adjustments' to a job or workplace to counteract any disadvantages a disabled person may have.

In the event of a large number of applicants meeting the essential criteria, desirable criteria or occupational testing may be used as a further shortlisting tool. Disabled applicants who meet the essential shortlisting criteria will be guaranteed an interview.