Booker Hill Primary School and Nursery Person Specification: Teaching Assistant

	Essential	**Desirable**
Qualifications	Demonstrable levels of Numeracy and Literacy equivalent to GCSE (A-C) Willingness to participate in other development and training opportunities.	Current First Aid Certificate Evidence of commitment to further professional development Evidence of specialism in specific curriculum areas or experience of over-coming specific barriers to learning.
Experience	Some experience of supporting teaching and learning of Primary aged pupils	In addition, the teaching assistant might have an understanding of relevant policies/codes of practice and awareness of relevant legislation.
Knowledge and understanding	Excellent interpersonal skills both in working relationships with pupils and effective professional relationships with adults at the school. Ability to supervise groups of children Ability to deal with sensitive information in a confidential manner Effective Oral and written skills Ability to maintain effective record keeping Excellent organisational and time management skills An understanding of and a genuine commitment to Equal Opportunities.	Ability to liaise with external agencies as appropriate Understanding of First Aid Procedures

Skills	The Teaching Assistant will be able to: Promote the school's aims positively, and use effective strategies to maintain high standards of motivation and morale; Establish and develop close relationships with parents, governors and the community; Promote a happy, challenging and effective learning environment. Be ICT literate	.
Personal characteristics	Approachable Committed to helping children achieve. Empathetic Enthusiastic Organised Ability to work calmly and with patience Resourceful Flexible Ability, flexibility and willingness to take on other responsibilities or duties as deemed necessary. To be a positive role model to staff and pupils.	