

# St Thomas More Catholic Primary School

## Person Specification – L2 Teaching Assistant

	Essential	Desirable
<b>KNOWLEDGE</b> Knowledge of:	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> </ul>	<ul style="list-style-type: none"> <li>• First Aid Training.</li> <li>• Basic health and safety training.</li> <li>• An understanding of the welfare and social needs of pupils.</li> <li>• An understanding of effective strategies to be used with pupils with additional needs</li> </ul>
<b>SKILLS &amp; ABILITIES</b>	<ul style="list-style-type: none"> <li>• Effective communication skills.</li> <li>• Literacy skills equivalent to GCSE English Grade 4 (C) or above</li> <li>• Numeracy skills equivalent to GCSE Maths Grade 4 (C) or above</li> <li>• Competent IT Skills</li> </ul>	<ul style="list-style-type: none"> <li>• L2 Award in support work in schools.</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Previous experience working as a Teaching Assistant (either paid or voluntary).</li> </ul>	<ul style="list-style-type: none"> <li>• Previous experience of working with pupils requiring support for additional and complex needs</li> </ul>
<b>PERSONAL</b>	<ul style="list-style-type: none"> <li>• Able to work flexibly to meet the requirements of the post.</li> <li>• Able to remain calm under pressure.</li> <li>• Willingness to undertake relevant training.</li> <li>• Positive attitude to children of all abilities and needs.</li> <li>• Work creatively as part of a team.</li> <li>• To uphold the Catholic ethos of the school.</li> <li>• Have the ability to converse at ease with pupils, parents, colleagues, governors and visitors to the school in accurate spoken English in accordance with the Fluency Duty.</li> <li>• Available to work throughout the academic year.</li> </ul>	<ul style="list-style-type: none"> <li>• Confident in the use of the telephone and dealing with others face to face.</li> </ul>
<b>EQUALITY</b>	Candidates must demonstrate an understanding of, acceptance and commitment to the principles underlying equal opportunities.	

The successful candidate will be subject to an Enhanced DBS check paid for by the school and will require 2 satisfactory references.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.