



**PERSON SPECIFICATION**

**GENERAL TEACHING ASSISTANT (SEN)**

**GRADE: Band 4 (SCP 9 – 13) Plus SEN Allowance**

<b>CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>ASSESSMENT</b>
<p><b>Qualifications &amp; Training</b></p> <p>Childcare Qualification at Level 2 (or equivalent).</p> <p>Appropriate first aid training</p>		<p>X</p> <p>X</p>	<p>2 &amp; 5</p> <p>2 &amp; 5</p>
<p><b>Experience</b></p> <p>Experience appropriate to working with children in an education setting.</p>	X		2 & 4
<p><b>Skills &amp; Knowledge</b></p> <p>Good written and verbal communication skills: able to communicate effectively and clearly with a range of staff, children, young people, their families and carers.</p> <p>Good understanding of child development and learning processes.</p> <p>Behaviour management.</p>	X	<p>X</p> <p>X</p>	<p>2, 3 &amp; 4</p> <p>2 &amp; 4</p> <p>2 &amp; 4</p>
<p><b>Personal Qualities</b></p> <p>Demonstrable interpersonal skills.</p> <p>Ability to work successfully in a team.</p> <p>Confidentiality.</p>	<p>X</p> <p>X</p> <p>X</p>		<p>2 &amp; 4</p> <p>2 &amp; 4</p> <p>2 &amp; 4</p>

<p><b>Other Requirements</b></p> <p>To be committed to the school's policies and ethos.</p> <p>To be committed to Continuing Professional Development</p> <p>Motivation to work with children and young people.</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people.</p> <p>Emotional resilience in working with challenging behaviours; and, attitudes to use authority and maintaining discipline.</p>	<p>X</p> <p>X</p> <p>X</p> <p>X</p> <p>X</p>		<p>2 &amp; 4</p> <p>2 &amp; 4</p> <p>2 &amp; 4</p> <p>2 &amp; 4</p> <p>2 &amp; 4</p>
<p><b>Equal opportunities</b></p> <p>To assist in ensuring that The Woodlands Academy equalities policies are considered within the school's working practices in terms of both employment and service delivery</p>	<p>X</p>		<p>2 &amp; 4</p>

**Assessment:**

1. Test prior to shortlisting (i.e. all applicants)
2. From application form
3. Test after shortlisting
4. Probing at interview
5. Documentary Evidence
6. OTHER (Please specify)