

Alternative Provision Teaching Assistant - Level 2: Person Specification

Essential	Desirable	Evidence
<p>Qualifications and experience:</p> <ul style="list-style-type: none"> • Educated to at least GCSE grade C standard or equivalent in English and mathematics. • Experience of working with children / young people. 	<p>Qualifications and experience:</p> <ul style="list-style-type: none"> • Experience of working in a school or similar establishment. • NVQ 2 for teaching assistant or equivalent qualification and/or experience. • First aid qualification or willingness to gain one. • Experience of working with challenging children / young people 	<p>Application form</p> <p>Letter of application</p> <p>References</p> <p>Interviews</p> <p>Certificate/s (to be available at interview)</p>
<p>Knowledge and skills:</p> <ul style="list-style-type: none"> • Ability to build and form good relationships with students, parents/carers and colleagues. • Good verbal and written communication skills appropriate to the need to communicate effectively with colleagues, students, parents/carers and other professionals. • Ability to work constructively as part of a team, understanding school roles and responsibilities including own. • Good standard of numeracy and literacy skills. • Ability to use range of ICT packages and equipment effectively. • Ability to absorb and understand a wide range of information. 	<p>Knowledge and skills:</p> <ul style="list-style-type: none"> • Working knowledge of behaviour management strategies. • Basic understanding of child development and learning principles. • Working knowledge of relevant policies and procedures, and awareness of relevant legislation. • Working knowledge of national requirements regarding curriculum delivery and other learning programmes/strategies. • Experience of using Microsoft Teams. 	<p>Application form</p> <p>Letter of application</p> <p>References</p> <p>Interviews</p>

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<p>Personal qualities:</p> <ul style="list-style-type: none"> • A diplomatic and patient approach. • Resilience. • A commitment to working with challenging pupils. • Able to appropriately deal with confidential information/situations. • Able to follow direction from line manager. • Ability to show initiative and to prioritise one's own work and meet required deadlines. • Efficient and meticulous in organisation. • Desire to enhance and develop skills and knowledge through CPD. • Commitment to the highest standards of child protection and safeguarding. • Recognition of the importance of personal responsibility for health and safety. • Commitment to the school's ethos, aims and its whole community. 		<p>Application form</p> <p>Letter of application</p> <p>References</p> <p>Interviews</p>

Melbourn Village College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment