

**Newton Poppleford Primary School**  
**PERSON SPECIFICATION FOR SEN TEACHING ASSISTANT**

<b>QUALIFICATIONS AND TRAINING</b>	<b>Essential/ Desirable</b>
Level 2 qualification in Maths/numeracy and English/literacy.	<b>E</b>
NVQ 2 for Teaching Assistants or equivalent qualification or experience	<b>E</b>
Training in relevant learning strategies e.g. literacy / numeracy.	<b>D</b>
Willingness to undertake appropriate training to include first aid training.	<b>E</b>
<b>EXPERIENCE</b>	
Minimum 1 years experience working with and or caring for children of relevant age/subject area, in an educational setting.	<b>E</b>
General understanding of national curriculum and other basic learning programmes/techniques.	<b>E</b>
Basic understanding of child development and learning.	<b>E</b>
Ability to relate well to children and adults.	<b>E</b>
General awareness of inclusion, especially within a school setting.	<b>E</b>
<b>KNOWLEDGE AND UNDERSTANDING RELEVANT TO THE JOB</b>	
Ability to provide support for pupils, including those with special needs, ensuring their safety and access to learning activities.	<b>E</b>
Ability to utilise strategies to support pupils in achieving learning goals	<b>D</b>
Promote good pupil behaviour, and deal promptly with conflict and incidents.	<b>E</b>
Ability undertake pupil record keeping as requested.	<b>E</b>
Ability to provide support for structured and agreed learning activities/learning programmes, taking into consideration pupils learning styles.	<b>E</b>
Understanding of how to support Literacy/Numeracy programmes, record achievements and progress and providing appropriate reports and feedback for the teacher.	<b>D</b>
Awareness of procedures relating to child protection, health, safety and security, confidentiality and data protection.	<b>E</b>
Experience in working with children with Autism/or relevant qualifications in working with children with Autism	<b>E</b>
<b>SKILLS AND ABILITIES : Ability to</b>	
Establish good working relationships with pupils acting as a role model.	<b>E</b>
Encourage pupils to interact with others and engage in activities led by the teacher.	<b>E</b>
Assist with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes.	<b>E</b>
Provide detailed and regular feedback to teachers on pupils' achievements and progress.	<b>E</b>
Support the use of ICT in learning activities and develop pupils' competence and independence in its use.	<b>E</b>
Work as part of a team appreciating and supporting the role of other people in the team.	<b>E</b>
Support the change process, remaining positive during times of change.	<b>E</b>
Build and maintain successful relationships with pupils.	<b>E</b>
Ability to improve your own practice.	<b>E</b>