

SEN Teaching Assistant Level 2 ~ Person Specification

Key Criteria	Essential attributes	Desirable attributes
Qualifications and Training	<p>Appropriate level of literacy and numeracy skills</p> <p>NVQ Level 2 or equivalent in childcare or relevant subject OR demonstrable experience of working with or caring for children with special education needs</p>	<p>3 GCSE A* - C or equivalent including English and/or Maths</p> <p>Training in Special Educational Needs strategies and knowledge of the SEN Code of Practice</p>
Experience	<p>Experience of working with and/or caring for children with special educational needs</p>	<p>Experience of working in a school environment</p> <p>Minimum of 2 years experience of working with and/or caring for children with special educational needs</p>
Knowledge and Understanding	<p>Understanding of the term inclusion and the equalities duty</p> <p>Awareness and basic understanding of the school curriculum</p> <p>Understanding of the general needs of primary aged children</p> <p>Have a knowledge of basic child development and how children learn</p> <p>Understanding of creativity in its broader sense</p> <p>Appropriate IT and keyboard skills</p>	<p>Knowledge of pupils with learning difficulties</p> <p>Basic knowledge of first aid</p> <p>Knowledge of using Makaton and PECS</p>
Skills	<p>Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners</p>	<p>Experience of resources preparation to support learning programmes</p> <p>Display work effectively,</p>

	<p>Demonstrate good organisational skills</p> <p>Ability to build effective working relationships with all colleagues</p> <p>Ability to promote a positive ethos, and role model positive attributes</p> <p>Ability to liaise sensitively and effectively with parents and carers, recognising their role in pupil learning</p> <p>Ability to communicate effectively both verbally and in writing; explain tasks clearly and simply to children</p> <p>Ability to work effectively within a team environment, understanding classroom roles and responsibilities</p> <p>Have high expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds and a commitment to raising their educational achievements</p> <p>Ability to deal with sensitive information in a confidential manner</p> <p>Have a pro-active response to difficulties and challenges that may arise</p>	<p>and make and maintain basic teaching resources</p> <p>Ability to self-evaluate learning needs and actively seek learning opportunities</p> <p>Can use ICT effectively to support learning</p> <p>Ability to diffuse conflict</p> <p>Suggest alternative ways of helping children if they are unable to understand</p> <p>Describe, in simple terms, the process of behaviour management with children</p>
<p>Work-related Personal Qualities</p>	<p>Ability to take the initiative and be adaptable</p> <p>Have a caring and positive nature</p> <p>Approachable with good interpersonal skills</p> <p>Accept and respond to authority and supervision</p> <p>Enthusiasm, and a positive outlook</p> <p>Calm under pressure</p> <p>Sense of humour</p> <p>Prompt, reliable and flexible</p>	<p>Willingness to be flexible with working hours to respond to the children's needs</p>