SEN Teaching Assistant Level 2 ~ Person Specification

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

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