



Person specification – Teaching assistant – Level 2

		Essential	Desirable
Qualifications	5 GCSE's or equivalent including Maths and English	X	
	TA qualification/training		X
Work and Related experience	Experience of working in a school or similar environment	X	
	Experience of working with children in school or another environment	X	
	Experience of supporting children's understanding of mathematics and literacy		x
	The ability to organise time and work to deadlines	x	
Skills and abilities	Excellent interpersonal skills along with the ability to communicate effectively with people of all ages and community sectors including parents/carers, students, outside agencies and staff	X	
	Good numeracy and literacy skills	X	
	IT skills including use of word processing software	X	
	Excellent planning and organisational skills	X	
	Willingness and ability to deliver basic first aid		X
	Able to follow instructions and guidance	X	
	Able to demonstrate a calm, clear and consistent manner when working with children and colleagues	x	
	Able to ensure own knowledge and understanding is up to date and relevant	x	
Personal qualities	Understands the importance of confidentiality	X	
	Ability to receive instructions and guidance when necessary	X	
	Calm, flexible, enthusiastic, reliable	X	
	Willingness to undertake further training to improve/enhance skills	X	
	Commitment to improving own practice through self-evaluation and awareness	x	
	Willingness to work towards whole school priorities	x	
	An understanding of Safeguarding issues in the school environment	x	

Westfield Junior School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment