



## Person Specification: Lead Teaching Assistant

<b>Qualifications/Training</b>	<b>Essential</b>	<b>Desirable</b>
GCSEs (or equivalent) in English and Maths	✓	
Relevant TA / HLTA qualification or equivalent experience	✓	
Evidence of safeguarding training	✓	
Further SEN specific qualifications applicable to a special school setting		✓
<b>Experience</b>	<b>Essential</b>	<b>Desirable</b>
Significant experience working as a Teaching Assistant (or similar role)	✓	
Experience supporting pupils with additional needs (e.g. SEND, medical, behavioural or physical needs)	✓	
Experience working collaboratively with teachers and support staff	✓	
Experience contributing to pupil support strategies	✓	
Experience coordinating or leading support staff		✓
Experience supporting staff induction, mentoring or training		✓
Experience managing medical procedures, care plans or physical support systems		✓
<b>Skills, Knowledge &amp; Attributes</b>	<b>Essential</b>	<b>Desirable</b>
Understanding of safeguarding and child protection responsibilities in schools	✓	
Ability to model high quality support practices	✓	
Accurate recording keeping and reporting skills	✓	
Strong organisational skills and ability to manage competing priorities	✓	
Ability to communicate clearly and professionally with staff, pupils and families	✓	

Calm, solution-focused approach when dealing with challenges	✓	
Confidence delivering training or modelling good practice	✓	
Knowledge of moving and handling legislation and good practice		✓
Awareness of staff wellbeing		✓
<b><i>Other Requirements</i></b>	<b><i>Essential</i></b>	<b><i>Desirable</i></b>
Commitment to safeguarding and promoting the welfare of children	✓	
Willingness to undertake further training as required	✓	
Ability to work flexibly as part of a team	✓	