



EAST SUSSEX COUNTY COUNCIL PERSON SPECIFICATION

JOB TITLE: Teaching Assistant 2

GRADE: Single Status 3

Essential key skills and abilities

These criteria will be assessed at the application and interview stage

- Ability to use language and other communication skills that pupils can understand and relate to
- Able to converse at ease with customer and provide advice in accurate spoken English
- Ability to establish positive relationships with pupils and empathise with their needs
- Ability to demonstrate active listening skills
- Ability to consistently and effectively implement agreed behaviour management strategies
- Ability to provide levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs, encouraging the pupil to stay on task
- Ability to monitor the pupils' response to the learning activities and, where appropriate, modify or adapt the activities as agreed with the teacher to achieve the intended learning outcomes
- Ability to carry out and report on systematic observations of pupils' knowledge, understanding and skills
- Ability to assist in the recording of lessons and assessment as required by the teacher
- Ability to offer constructive feedback to pupils to reinforce self-esteem
- Ability to work effectively and supportively as a member of the school team
- Ability to work within and apply all school policies e.g. behaviour management, child protection, Health & Safety, Equal Opportunities etc

Essential education and qualifications.

These criteria will be evidenced via certificates, or at interview

- A good standard of education particularly in English and Mathematics

Desirable education and qualifications.

These criteria will be evidenced via certificates, or at interview

- NVQ Level 2 for Teaching Assistants or equivalent

Essential knowledge

These criteria will be assessed at the application and interview stage

- Knowledge of the legal and organisational requirements for maintaining the health, safety and security of yourself and others in the learning environment
- Knowledge of SEN Code of Practice
- Knowledge of strategies to recognise and reward efforts and achievements towards self-reliance that are appropriate to the age and development stage of the pupils

Desirable knowledge

These criteria will be assessed at the application and interview stage

- Where appropriate, to know and apply positive handling techniques

Essential experience

These criteria will be assessed at the application and interview stage

- Experience of supporting children in a classroom environment, including those with special educational needs
- Experience of using Information Technology to support pupils in the classroom

Other essential criteria

These criteria will be assessed at the application and interview stage

- Willingness to participate in further training and developmental opportunities offered by the school and county, to further knowledge
- Willingness to maintain confidentiality on all school matters