



Teaching Assistant (primarily 1: 1 Support)

Person Specification

Areas under consideration	Essential requirements/qualities	Desirable requirements	Method of Assessment
SKILLS / KNOWLEDGE Organisational Awareness	Q1. Good time management and organisational skills: the ability to prioritise and meet deadlines Q2. GCSE at grade C or above in English and Mathematics, or equivalent qualification Q3. Awareness of the responsibilities for promoting and safeguarding the welfare of young people		References Application Interview
Professional Skills	Q4. A current first aid certificate, or willingness to undergo training Q5. Support during lessons using specialist skills and knowledge to inspire the pupils Q6. Knowledge of how specific learning difficulties, including ASD, ADHD and other medical conditions can affect learning	d1. Experience of working with/or caring for SEND students ages 11-18 years d2. Experience with Microsoft Excel and Word	Application Interview
Communication Skills	Q7. Excellent interpersonal skills. Q8. Excellent communication skills. Q9. Ability to work independently or as part of a team		References Application Interview
Personal attributes	Q10. Suitable to work with children and safeguard their welfare Q11. Passionate about helping children with SEN and Disabilities Q12. Confident, enthusiastic and self motivated Q13. Patient and understanding of the needs of others Q14. A flexible approach to daily work schedules and willingness to show flexibility in the role Q15. A positive approach to personal development and training	d3. Willingness to assist with student supervision on trips or visits – local, national, International d4. A commitment to developing learning opportunities inside and outside of the classroom	Application Interview
Job Related	Q16. A genuine interest in Special Educational Needs and its benefit to pupils Q17. A willingness to support and attend occasional activities outside the normal College day such as the annual Open Evening and Morning, and school trips	d5. A willingness to be involved in the extra curricular life of the College, e.g. by assisting with clubs	Application Interview

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Developing Self and Others	Q18. Commitment to Continuing Professional Development Q19. Commitment to high standards and a willingness to work hard: the more you are prepared to put in, the more you will get out in terms of personal and professional satisfaction;	d6. Evidence of Commitment to CPD	Application Interview

- Q11. A well reasoned educational philosophy in tune with and supportive of the Catholic ethos of the College.
- Q12. Creativity and flexibility.
- Q13. Humour and integrity coupled with the ability to be systematic, methodical and efficient

Closing date for applications is noon 3rd February 2025