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| **Employee Specification Form** | Post Number | |  | |
| Job Title | | TEACHING ASSISTANT LEVEL 2 | |
| Department | | **HAYFIELD SCHOOL** | |
| Prepared by and date | |  | |
|  | | | | |
| **Essential Personal Attributes** | Stage Identified | **Desirable Personal Attributes** | | Stage Identified |
| **Qualifications**   1. NNEB or NVQ Level 2 Child Care and Education Certificate |  | 13.Training in the intervention to support learning.  14.Additional qualification in ASD, ICT etc.  15.First Aid training | |  |
| **Experience**   1. Experience of working with children in an educational setting 2. Experience of supporting EYFS and KS1 pupils who have social & communication difficulties (including Autistic Spectrum Diagnosis) and/or learning difficulties |  | 18. Experience of working in a special school setting  19. Experience of supporting parents | |  |
| **Knowledge and skills**   1. Ability to use ICT effectively to support learning 2. Full working knowledge of relevant policies/codes/practices and awareness of relevant legislation. 3. Understanding of the principles of child development and learning processes. 4. Ability to self evaluate learning needs and actively seek learning opportunities. 5. Ability to relate well to children and adults. 6. Ability to work constructively as part of a team, understanding classroom roles and responsibilities and own position within these roles. 7. Ability to understand and manage children who display challenging behaviour. |  |  | |  |
| **Special Requirements**  11.Ability to work with a positive attitude and have the flexibility to meet the differing needs of children throughout the school.  12.Commitment to the wider life and development of the school. |  |  | |  |