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| **M23 Employee Specification Form**  **for the post of TA LEVEL 2 at Elleray Park School** |



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| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** | **HOW IDENTIFIED** |
| **QUALIFICATIONS** | * NVQ Level 2 or equivalent; * Very good English, Maths and Computing skills. | * Further evidence of relevant CPD. * Evidence of CPD in relation to pupils with complex learning difficulties | * Application Form. |
| **EXPERIENCE** | * At least 2 years recent experience of working with SEND children/ adults; * Enthusiastic and excellent practitioner; * Experience of assessing pupils’ needs and delivering education programmes (under the direction of the teacher) | * Experience in SLD / ASD. | * Application Form. * Interview. * References |
| **KNOWLEDGE / SKILLS** | * Good understanding of child development and learning processes * Ability to contribute to discussions around pupil development and progress; * Experience of writing observations and providing feedback to the teacher on suggested next steps * Ability under the guidance of the teacher to deliver targeted interventions and to report on individual progress made; * Ability to use ICT effectively to support learning * Ability to relate well to children and adults. * Ability to work in partnership with parents / carers; * Ability to work in partnership with professionals that support school provision; * Understand classroom roles and responsibilities and your own position within these * Good understanding of Child Protection Policy and procedure; * Understanding of information sharing (confidentiality) and record keeping issues. | * Knowledge of triad of impairment and related strategies * Knowledge of a total communication environment * Ability to contribute to the teaching activities. | * Application Form. * Interview. * References |
| **OTHER PERSONAL QUALITIES** | * Effective time management and excellent organisational skills; * Ability to use own initiative and work independently; * Ability to motivate, inspire and have high expectations of pupils; * Ability to work calmly under pressure; * Be suitably flexible to meet needs of changing environment; * Ability to build and maintain effective relationships; * Approachable and flexible; * Able to adapt to changing circumstances and new ideas in a positive and creative manner; * Friendly, fair and caring nature; * Honest, reliable and dependable; * Good verbal and written communication skills; * Willingness and ability to work as part of a team. | * Willingness to drive the school mini-bus; * Willingness to work on both school sites. | * Application Form. * Interview. * References |