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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.
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| **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
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| **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
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| **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
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