

GARTH HILL COLLEGE**PERSON SPECIFICATION: Senior Higher Level Teaching Assistant**

KEY CRITERIA	ESSENTIAL	DESIRABLE
Qualifications and Training	▪ Level 3 threshold pass (2 'A' Levels in any subject) or equivalent ▪ GCSE English and Maths at Grade C or above or equivalent. ▪ HLTA Qualification or willingness to work towards	▪ Training in relevant strategies e.g. literacy and specialist skills in curriculum or learning area ▪ Training in Team Teach or an equivalent method of positive handling
Competence Summary (Knowledge, Abilities, Skills, Experience)	▪ Strong Understanding of the SEN code of practice ▪ Experience of working in a learning environment. ▪ Excellent communication skills and interpersonal skills. ▪ Ability to build positive relationships with pupils, staff and parents. ▪ Strong IT skills with the ability to use a variety of packages. ▪ Ability to work proactively as part of a team and work on own initiative. ▪ Ability to understand and follow detailed procedures.	
Work-related Personal Requirements	▪ Ability to maintain strict confidentiality of information received and processed as part of the job role. ▪ Committed to equality of opportunity and inclusion. ▪ Experience of dealing with parents and carers and ability to lead when required.	
Other Work Requirements	▪ Willingness to undertake relevant training ▪ A satisfactory enhanced certificate by the Disclosure and Barring Service. (DBS)	