

## Equality and Diversity

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work.

### Job Description

**Job Title:** Class or SEND Teaching Assistant      **Grade:** 2-3 depending on experience

**Purpose of Job:** To support the education and welfare of pupils as directed by class teachers, having due regard to the school's aims, objectives, schemes of work and policies, and relevant national requirements. To share in the corporate responsibility for the well being of all pupils.

### Important Information for Applicants

#### Duties and Responsibilities

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

Criteria	Method of Assessment
<b>Education, Training and Qualification:</b>  Competent English and Mathematics skills assessed through a standard test.	Application Form
If recruiting to a qualified post: C & G or CLPE or other equivalent qualification	Application Form
<b>Experience:</b>  Experience of working with children including parental experience.  Able to demonstrate experience of dealing sympathetically and constructively with other adults.	Application Form  Application Form, Interview

<b>Knowledge and Understanding:</b>	
Demonstrate an understanding of the place of the nursery school in educating children and in promoting the spiritual, moral, social and cultural development of children from a multicultural community.	Application Form/ Interview
Demonstrate an understanding of the role of the teacher and their own role in relation to teachers, other support staff, and children.	Application Form/ Interview
Demonstrate knowledge and basic understanding of literacy and Numeracy.	Application Form/ Interview/test
<i>The following points are only required if recruiting to a qualified position.</i>	
Demonstrate ability to use knowledge and understanding to support children and to assess their progress across the EYFS.	Interview
Demonstrate awareness of how children learn and the factors that affect their progress.	Interview
Demonstrate an understanding of the different approaches needed to support the learning of various groups of pupils, including bilingual English learners and children with special educational needs.	Interview
<b>OTHER REQUIREMENTS:</b>	
Commitment to and understanding of:	
The Equal Opportunities practice throughout the school including the Authority's policy of inclusive education.	Application Form/Interview
The promotion of community involvement in the school in order to raise achievement.	Application Form/Interview