

Attributes	Essential	Desirable	Method used to gather information ( A – Application form I – Interview T – Teaching support task P – Presentation)
<b>Qualifications</b> 5 G.C.S.E. or equivalent, including Maths and English Teaching Assistant Induction Training Teaching Assistant NVQ Level 2 or have completed training of a similar standard Elkland Training First Aid qualification	✓ ✓	✓   ✓ ✓	A A A A  A A
<b>Work or relevant experience</b> At least 2 years relevant experience working in an educational setting Experience of working with a child with additional support needs Some experience of classroom administration support Ability to plan and organise effectively	✓ ✓  ✓	✓	A, I A, I A, I A, I
<b>Knowledge and understanding</b> A good knowledge of school based education including child development National Curriculum learning strategies including Literacy and Numeracy Knowledge of using Makaton/British Sign Language and/or PECS (picture exchange system)	✓	✓ ✓	I, T I, T A, I
<b>Skills and Abilities (relevant to post)</b> Good communication skills and ability to relate well to children, staff and parents Evidence of working well as part of a team ICT and the willingness to update skills and undertake further training Specialist skills, training or experience e.g. Art, Music, ICT, display etc.	✓ ✓	✓ ✓	A, I, T A, I A, I A, I
<b>Personal Qualities</b> Ability to bring to the role, initiative, enthusiasm and commitment Flexibility and reliability Willingness to develop skills with further training	✓ ✓ ✓		A, I, T A, I A, I