

Attributes	Essential	Desirable	Method used to gather information (A – Application form I – Interview T – Teaching support task P – Presentation)
Qualifications 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
Work or relevant experience 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
Knowledge and understanding 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
Skills and Abilities (relevant to post) 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
Personal Qualities 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