

## Person Specification – Teaching Assistant



School	St. Matthew's Catholic Primary School
Job Title	Teaching Assistant
Date	March 2025

Essential Personal Attributes	Stage Identified	Desirable Personal Attributes	Stage Identified
<b>Qualifications</b> <ul style="list-style-type: none"> <li>• NVQ Level 2 in Teaching and Learning Support or equivalent</li> <li>• Qualified Level 2 or above in Childcare and Education or equivalent</li> <li>• English and Mathematics GCSE or equivalent</li> </ul>	A		
<b>Experience</b> <ul style="list-style-type: none"> <li>• Experience of working in a school</li> </ul>	A / R / I	<ul style="list-style-type: none"> <li>• Experience of completing assessments</li> <li>• Experience of delivering RWI sessions</li> <li>• Experience of delivering interventions and targets support for children</li> </ul>	A / I
<b>Knowledge and Skills</b> <ul style="list-style-type: none"> <li>• Ability to work with parents to support child development</li> <li>• To support and adhere to the safeguarding policies</li> <li>• Good knowledge of the national curriculum and child development</li> <li>• Good verbal and written communication skills to support completion of children's records, work with parents and other professionals</li> <li>• An ability to support children's learning, social and emotional development</li> <li>• An ability to support positive behaviour management strategies</li> </ul>	A / R / I	<ul style="list-style-type: none"> <li>• Ability to support the delivery of the National Curriculum and Early Years Foundation Stage</li> <li>• Ability to plan using planning formats</li> <li>• Knowledge of Read Write Inc.</li> </ul>	A / I
<b>Other</b> <ul style="list-style-type: none"> <li>• Commitment to inclusion, equality and partnership with children, parents and carers</li> <li>• Awareness of and commitment to the school's policies and procedures</li> <li>• To undertake training and supervision as required by management</li> </ul>	A / R / I		

**A=Application Form / R=References / I=Interview**