



Person Specification – Support Assistant: Higher Level Teaching Assistant

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Experience of working with children in Key Stage 1 or Key Stage 2 in a learning environment.
2	Experience of successfully implementing primary curriculum and other relevant learning programmes or strategies.
3	Experience of advancing pupils' progress in a range of classroom settings, including working with individuals, small groups and whole classes.
4	Specialist skills or training in curriculum or learning area, e.g. behaviour management, SEN, individual subject areas
5	Able to plan workload and set priorities
6	Training in relevant learning strategies.
7	Higher Level Teaching Assistant status.

Desirable

8	First aid qualification
9	Experience of integrated working

Part B: Assessment Stage

1	Able to demonstrate professional competencies within the HLTA standards
2	Good understanding of child development and learning process.
3	Good working knowledge of relevant policies, codes of practice and legislation within a classroom setting and a good understanding of the statutory framework relating to children's learning and wellbeing.
4	Able to take a lead role in co-ordinating reviews of pupil's progress including liaising with other agencies as appropriate

5	Able to participate in planning, monitoring and assessment arrangements in partnership with the class teacher.
6	Excellent written and oral communication skills.
7	Excellent ICT skills and the proven ability to use them effectively to support learning.
8	Able to organise, lead and motivate a team and to work constructively as part of a team.
9	Able to relate well to children and adults and in particular able to establish positive relationships with pupils.
10	Able to respond positively and effectively to unexpected problems and situations.
11	Able to take a responsive approach to children's needs to help address barriers to learning and well-being.
12	Able to work with minimal supervision.
13	Committed to achieving further professional development.
14	<p>Appropriate behaviour and attitude towards safeguarding and promoting the welfare of children and young people including:</p> <ul style="list-style-type: none"> ✦ motivation to work with children and young people ✦ ability to form and maintain appropriate relationships and personal boundaries with children and young people ✦ emotional resilience in working with challenging behaviours ✦ attitude to use of authority and maintaining discipline. ✦ able to work in partnership with other agencies
15	No disclosure about criminal convictions or safeguarding concern that makes applicant unsuitable for this post.