

St Bede's Catholic High School

Person Specification – Teaching Assistant Level 2 (b)

Personal Attributes required	Essential (E) or Desirable (D)	To be identified by:
Qualifications: NVQ Level 2 or above qualification appropriate to the post (or equivalent) Level 2 or equivalent qualification in English/Literacy and Mathematics/Numeracy	E E	A/L/I A/L/I
Experience: Experience of working with or caring for children of relevant age Experience of working in a relevant classroom/service environment Experience of administrative work Experience of supporting pupils with challenging behaviour	E E D E	A/L/I A/L/I A/L/I A/L/I
Knowledge/Skills/Abilities: Ability to operate at a level of understanding and competence equivalent to NVQ Level 2 standard Ability to relate well to children Ability to work as part of a team Ability to follow instructions and learn from experience Good communication skills Ability to assist and supervise pupils Time management and organisational skills Knowledge of classroom roles and responsibilities Knowledge of the concept of confidentiality First Aid Certificate or willingness to obtain in first 12 months Attitude to education compatible to Ethos of school Administrative skills Ability to make effective use of ICT Flexible attitude to work	E E E E E E E D E E E E D E	A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I A/L/I
Special Requirements: Commitment to undertake in-service development	E	I
Commitment to safeguarding and protecting the welfare of children and young people Commitment to equality and diversity Commitment to health and safety Commitment to attendance at work	E E E E	I I I I
Prepared by: E. Palmer	Date: May 2024	
Note: We will always consider your references before confirming a job offer in writing		