

West Cornforth Primary School

Essential Criteria Sheet – Teaching Assistant Grade 3

	Essential	Desirable	Method of Assessment
Qualifications and training	<ul style="list-style-type: none"> GCSE Maths and English grade A - C NVQ 3 or CACHE level 3 or equivalent qualification in a relevant discipline. Good numeracy and literacy skills 	<ul style="list-style-type: none"> First aid certificate 	<p>Application form</p> <p>Letter of application</p>
Experience	<ul style="list-style-type: none"> Current experience of working within a school environment and working in primary classrooms within the Early Years. Current experience of planning and evaluating learning experiences. Currently involved in planning of learning for individuals, groups and whole class Experience of working with children with general and specific learning difficulties. Experience of using Development matters to promote accurate summative and formative assessment. 	<ul style="list-style-type: none"> Had experience of working with individuals, groups and whole classes. 	<p>Application form</p> <p>Letter of application</p> <p>Interview</p> <p>Reference</p>
Skills, knowledge and aptitude	<ul style="list-style-type: none"> Ability to relate well with children and adults. Working knowledge of the Primary Curriculum. Demonstrate an ability to use skills, expertise and experience to work independently to support pupil learning with individual children, small groups and whole class. Good written and oral communication skills. Ability to work flexibly either on own or as part of a team. Enthusiasm and ability to use initiative. Ability to contribute to meetings and liaise with other agencies. Use ICT effectively to support teaching and learning. A willingness to work co-operatively with a wide range of professionals. Willingness to undertake further appropriate training. 	<ul style="list-style-type: none"> Understanding of equal opportunities and child protection. Ability to work within the LA and school's policies and guidelines. 	<p>Application form</p> <p>Letter of application</p> <p>Interview</p> <p>Reference</p>
Additional Factors	<ul style="list-style-type: none"> Approachable manner, reliable, conscientious, articulate. Sensitive to the needs of vulnerable children and their parents. Commitment to achieve high standards and to continuing personal and professional development. High level of confidentiality and discretion. Enthusiasm and drive. Calm and positive approach. Willingness to get involved in school life and lead after school activity clubs and activities. 	<ul style="list-style-type: none"> Appreciate and support other professionals. An interest in becoming involved in extended activities and clubs. 	<p>Letter of application</p> <p>Interview</p> <p>Reference</p>

