

St Mary & St Paul's

CE Primary School

Bryer Road, Prescot, Merseyside L35 5DN • Tel: 0151 426 6869 • Fax: 0151 430 8266
 Email: maryandpaul@knowsley.gov.uk • Web: www.stmaryandstpauls.org.uk

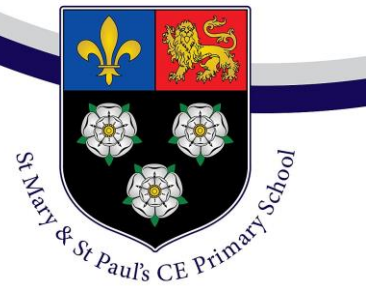


Personnel Specification

Job title:	Teaching Assistant Level 2 – Fixed term	
Establishment or team:	St Mary and St Paul's School, Prescot	
	Essential Criteria	Desirable Criteria.
Qualifications	<ul style="list-style-type: none"> • Level 2 qualification in Maths/numeracy and English/literacy. • NVQ 2 for Teaching Assistants or equivalent qualification or experience • Willingness to undertake appropriate first aid training. 	<ul style="list-style-type: none"> • Training in relevant learning strategies e.g. literacy / numeracy.
Experience	<ul style="list-style-type: none"> • Minimum 2 years experience working with and or caring for children of relevant age/subject area, in an educational setting. • General understanding of national curriculum and other basic learning programmes/techniques. • Basic understanding of child development and learning. • Ability to relate well to children and adults. • General awareness of inclusion, especially within a school setting. 	
Knowledge and understanding	<ul style="list-style-type: none"> • Ability to provide support for pupils, including those with special needs, ensuring their safety and access to learning activities. • Promote good pupil behaviour, and deal promptly with conflict and incidents. • Ability undertake pupil record keeping as requested. • Ability to provide support for structured and agreed learning activities/learning programmes, taking into consideration pupils learning styles. • Awareness of procedures relating to child protection, health, safety and security, confidentiality and data protection. 	<ul style="list-style-type: none"> • Ability to utilise strategies to support pupils in achieving learning goals • Understanding of how to support Literacy/Numeracy programmes, record achievements and progress and providing appropriate reports and feedback for the teacher.
Skills	<ul style="list-style-type: none"> • Establish good working relationships with pupils acting as a role model. • Encourage pupils to interact with others and engage in activities led by the teacher. • Assist with the development and implementation of Individual Education/Behaviour Plans and Personal Care programmes. • Provide detailed and regular feedback to teachers on pupils' achievements and progress. • Support the use of ICT in learning activities and develop pupils' competence and independence in its use. • Work as part of a team appreciating and supporting the role of other people in the team. • Support the change process, remaining positive during times of change. • Build and maintain successful relationships with pupils. • Ability to improve your own practice. 	<ul style="list-style-type: none"> • Keen to develop own skills and knowledge further through continuing professional development

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Personal Attributes	<ul style="list-style-type: none">• Committed, enthusiastic and passionate about young children's learning• Eager to get involved in whole school activities	<ul style="list-style-type: none">• Shows a personal commitment to working in a Church school environment
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This post has significant access to children and young people and as such the successful candidate will be expected to undergo a Criminal Records Bureau fully enhanced check.

Note: We will always consider your references before confirming a job offer in writing