

St Peter's RC Primary School
Teaching and Learning Assistant Level 2
Person Specification



Personal Qualities and Attributes	Essential or Desirable	A	I
Willingness to actively contribute to the Catholic ethos of the school	E	✓	✓
Ability to work with others as part of a team	E	✓	✓
Good communication skills	E	✓	✓
Ability to modify/adapt teaching materials	E	✓	✓
Ability to produce curriculum related resources	E	✓	✓
Able to respond positively to events/challenges	E	✓	✓
Able to facilitate safe access for children	E	✓	✓
Ability to reinforce teaching points	E	✓	✓
Ability to monitor and evaluate pupils progress	E	✓	✓
Ability to maintain accurate records	E	✓	✓

Qualifications and training	Essential or Desirable	A	I
Teaching and Learning Level 2 Qualification (or equivalent)	E	✓	
Commitment to Continued Professional Development	E	✓	
Competent in the use of ICT	D	✓	

Professional Qualities	Essential or Desirable	A	I
Applicants should be able to provide evidence, in line with their experience that they have the necessary qualities and attributes required by the post.			
Motivate and inspire pupils.	E	✓	✓
Be involved with and develop the whole life of the school.	E	✓	✓
Be an effective organiser who gets things done.	E	✓	✓
Communicate openly, honestly and directly.	E		✓
Renew, change, evolve and respond in line with the aims of the school.	E	✓	✓
Work independently and as part of a team.	E	✓	✓
Demonstrate a commitment to inclusive education.	E	✓	✓
Ensure outstanding provision for pupils' spiritual, moral, social and cultural education.	E	✓	

Experience and Knowledge	Essential or Desirable	A	I
Work with Children with SEND	D	✓	✓
Work with Children with social communication difficulties	D	✓	✓
Recent Experience of working in Primary school	D	✓	✓

Aptitudes and Attitude	Essential or desirable	A	I
Applicants should be able to demonstrate a good knowledge and understanding of the following areas which are relevant to their experience.			
Ability to show sensitivity to the needs of others	E		✓
Develop a positive relationship with children	E		✓
Be sensitive and responsive to the child's needs and the needs of others	E		✓
Be familiar with individual pupil programs	D	✓	✓

A = application I = Interview

Application Form and Letter

The appropriate application form should be fully completed, free from mistakes and legible.

Supporting Statement

The supporting statement letter should be clear, concise and related to the specific post. Please ensure that within your supporting statement clear reference is made to the elements of the person specification.

Confidential References.

References will not be accepted from those writing solely in their capacity of friends or relatives. References will be taken up before interview.

If you are in employment, one referee should be your present employer.

If you are a Student, a positive recommendation or reference should be from your college tutor and/or most recent placement.

Other references should be from someone who knows the candidate in a professional capacity.

If written references are not received for the successful candidate it is recommended that no appointment is made until satisfactory references are received.

All appointments are subject to a successful DBS check and health report.