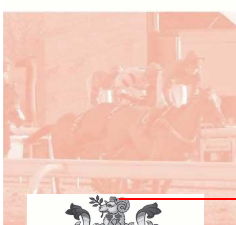




# Person Specification

## Post: HLTA



Knowledge	E = Essential D = Desirable	Identified by
Advanced understanding of the national curriculum and other learning programmes (within specified age range/subject area) e.g. knowledge of core subject areas etc.	E	Application (A) / Interview (I) / Task (T)
Understanding of principles of child development, learning styles and independent learning	E	A / I / T
Relevant experience of working with children in an educational setting (within specified age range/subject area)	E	A
Working knowledge of relevant policies/codes of practice/legislation	E	A
Understanding of statutory frameworks relating to teaching and learning	E	A / I / T
Understanding of inclusion, especially within a school setting	E	A / I / T
Experience of resources preparation to support learning programmes	E	A
Skills and Abilities	E = Essential D = Desirable	Identified by
Ability to work effectively within a team environment, understanding classroom roles and responsibilities	E	A / I / T
Ability to build and maintain effective working relationships with all pupils and colleagues	E	A / I / T
Ability to demonstrate, lead and motivate a team of staff, ensuring effective communication and deployment	E	A / I / T
Demonstrate the potential to contribute to the School Senior Leadership Team	D	A / I / T
Ability to promote a positive ethos and role model positive attitudes	E	A / I / T
Ability to work with children at all levels regardless of specific individual need and identify learning styles as appropriate	E	A / I / T
Ability to adapt own approach in accordance with pupil needs	E	A / I / T
Ability to continually develop and extend own working practices	E	A

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## Post: Learning Manager

Excellent numeracy and literacy skills	E	A / I / T
Effective use of ICT to support learning	E	A / I / T
<b>Qualifications and Training</b>	<b>E= Essential D=Desirable</b>	
Attainment of HLTA status via Assessment Only or Full Training Route	E	A
Requirement to complete DfES Teacher Assistant Induction Programme	E	A / I
Willingness to participate in relevant training and development opportunities	E	A / I
Training in the literacy/numeracy strategy	E	A
Training in Special Educational Needs strategies	D	A
Willingness to undertake certificate in first aid	E	A
<b>Professional Values and Practice</b>	<b>E= Essential D= Desirable</b>	<b>Identified by</b>
<p>Must be able to demonstrate all of the following:</p> <p>High expectations of all pupils; respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements</p> <p>Ability to build and maintain successful relationships with pupils, treat them consistency, with respect and consideration, and demonstrate concern for their development as learners</p> <p>Demonstrate and promote the positive value, attitudes and behaviour they expect from the pupils with whom they work</p> <p>Ability to work collaboratively with colleagues, and carry out role effectively, knowing when to seek help and advice</p> <p>Able to liase sensitively and effectively with parents and carers recognising role in pupils' learning</p> <p>Able to improve their own practice through observations, evaluation and discussion with colleagues</p> <p>Ability to form and maintain appropriate relationships and personal boundaries with children and young people</p> <p>Have experience in teaching whole classes in EY, KS1 &amp; 2</p>	E	A / I / T