

**CITY OF SHEFFIELD**  
**PERSON SPECIFICATION**  
**TEACHING ASSISTANT LEVEL 3**

<b>Minimum Essential Requirements</b>	<b>Method of Assessment</b>
<b>Skills/ Knowledge</b>	
General understanding of curriculum and ability to personalise this and differentiate to meet the needs of each student	Interview
Understanding of principles of child development and learning processes	Interview
Ability to self-evaluate learning needs and actively seek learning opportunities	Interview
Ability to relate well to children and adults	Interview
Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.	Interview
Understanding of different approaches and methods to support learning for students with complex needs, such as Intensive Interaction, Attention Autism, Nurture Practice, and Sensory Strategies	Application Form/Interview
Can use ICT effectively to support learning	Interview
Use of other equipment technology – video, photocopier.	Interview
Have sound speaking and listening skills and ability to adapt communication style to meet the communication needs of individual students	Interview
Understanding principles of de-escalation techniques and managing difficult situations safely and calmly.	Application Form/Interview
Have a caring positive attitude towards student welfare	Interview
Have experience of students with special educational needs	Interview
Can maintain trust and confidentiality where appropriate	Interview
Can assist the school in forming a partnership with parents	Application Form/Interview
Have sufficient practical and organisational skills to contribute to the preparation and management of educational resources	Application Form/Interview
Can complete and maintain students' records	Interview
Understand Trauma Informed Practice, and be able to demonstrate empathic listening skills	Application Form/Interview
Be able to use initiative and take lead in small group situations where necessary	Interview
<b>EXPERIENCE, QUALIFICATIONS AND TRAINING (IF ANY)</b>	
NVQ 3 for Teaching Assistants or equivalent qualification or experience.	Application Form
Appropriate First Aid training	Application Form.
Good numeracy/literacy skills	Application Form.

Updated June 2021