



Person Specification

Job Title: Specialist Teaching Assistant

Qualifications	Essential	Desirable
Level 2 qualification in English and Maths or equivalent	✓	
Level 4 qualification	✓	
First Aid Training or willingness to complete within 12 months	✓	
Willingness to complete training to be competent in facilitating Individual Health Care Plans, Risk Assessments and Personal Emergency Evacuation Plans	✓	
Willingness and ability to obtain and/or enhance qualifications and training for development in the post.	✓	
HLTA qualification or willingness to complete within 18 months		✓
Experience		
Experience of working in a school environment	✓	
Experience working with children with complex Special Needs and/or disabilities	✓	
Experience of working with children with challenging behaviours	✓	
Experience of using data to measure and monitor progress and attainment	✓	
Experience of effectively working with parents/carers and other external agencies	✓	
Experience of working flexibly to meet business needs	✓	
Skills		
Be knowledgeable of the needs of students with learning difficulties and/or disabilities and the SEND Code of Practice	✓	

Ability to write reports, risk assessments, individual health care plans, personal emergency evacuation plans and other written information	✓	
Be responsible for a case load of students as arranged by your line manager	✓	
Ability to track, monitor and report on EHCP life skill outcomes	✓	
Ability to provide personal care for students	✓	
Excellent interpersonal, communication and listening skills	✓	
Efficient and effective organisational skills, including ability to prioritise your workload	✓	
Ability to effectively manage student behaviour that promotes and supports learning	✓	
Ability to respect and maintain confidentiality, including following general data protection regulations	✓	
Ability to relate to students in a pleasant the empathetic manner and to recognise potential child safeguarding issues	✓	
Ability to work as a team member and to use your own initiative as the situation dictates	✓	
Other		
Satisfactory DBS check	✓	