



West Lodge School

A co-educational prep school for 3-11 year olds

PERSONAL SPECIFICATION – 1:1 Teaching Assistant

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Qualifications	<ul style="list-style-type: none"> NVQ level 3 or equivalent. Very good literacy & numeracy skills 	<ul style="list-style-type: none"> Appropriate first aid training Recent experience of supporting teaching and learning. Training in the relevant strategies suitable to post eg: literacy and numeracy interventions, dyslexia, ASD Makaton training 	Application form Certificates
Experience	<ul style="list-style-type: none"> Demonstration of high expectations of pupils' achievements and behaviour. Able to personalise learning to meet the needs of all pupils An awareness of safeguarding and Child Protection issues Proven successful behaviour management strategies 	<ul style="list-style-type: none"> Evidence of relevant & ongoing Professional Development. Experience of working with pupils with additional needs – learning, emotional, social and behavioural Knowledge and understanding of supporting the successful integration of children from different backgrounds Makaton communication 	Application Form Interview References
Training	Commitment to further training to improve teaching and learning and personal skills.	<ul style="list-style-type: none"> Well informed about current developments in education and in raising standards 	Application Form Interview
Personal	<ul style="list-style-type: none"> Able to work flexible hours and under pressure A calm and caring nature in dealing with the challenges of the role Good at taking initiative Able to set & sustain high standards in all areas Commitment to the spiritual, moral, social and cultural development of pupils. Commitment to maintain values and ethos that nurture and safeguard children. 	An ability to communicate effectively with parents/carers	Application Form Interview References

westlodge.org.uk

Robert Francis BEd (Hons)
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	A commitment to participate fully in the performance management cycle.		
Skills, knowledge & understanding	<ul style="list-style-type: none"> • Good verbal and written communication skills. • Able to work as an effective member of a team. • An ability to monitor, evaluate and develop assessment strategies, set targets and provide appropriate feedback to progress learning in the early years. • Demonstrate effective use of ICT in Teaching and learning. • Ability to self-evaluate learning needs and actively seek learning opportunities • Understanding of principles of child development and learning processes and in particular, barriers to learning <p>Work constructively as part of a team understanding classroom roles and responsibilities and your own position</p>		Application Form Interview References



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