

**Anfield School**  
**Anfield International Kindergarten**  
**Anfield St. Bosco Koon Ying School**  
**Anfield International Kindergarten & Nursery**

**Person Specification – Teaching Assistant**



		<b>Essential (E) or Desirable (D)</b>	<b>How assessed (A / I / C / R)</b>
<b>Qualifications &amp; Education:</b>	<ul style="list-style-type: none"> <li>■ Degree or NVQ 2 for Teaching Assistants or equivalent qualification or experience</li> </ul>	E	A / C
<b>Experience &amp; Knowledge:</b>	<ul style="list-style-type: none"> <li>■ Recent work experience of working with children of relevant age in a teaching and learning environment</li> <li>■ Understanding of classroom roles and responsibilities and the Teaching Assistant's role</li> <li>■ Experience of working with a wide range of children including those with additional needs</li> <li>■ Understanding of the principles of child development and learning processes involving a multisensory approach</li> <li>■ Recent experience of lesson / activity planning with a teacher</li> <li>■ Understanding and experience of the use of alternative communication aids</li> <li>■ Can use ICT effectively to support learning</li> <li>■ Use of other equipment technology – video, photocopier</li> <li>■ Experience of producing high quality displays of children's achievements</li> <li>■ Recent experience of working and supporting one to one with children demonstrating challenging behaviours and clear understanding of strategies used</li> <li>■ Awareness of child protection issues</li> <li>■ Awareness of, and willingness to promote, the school's social inclusion policies and practices</li> <li>■ Knowledge of, and commitment to, all current safeguarding procedures</li> </ul>	E	A / I / R

	<ul style="list-style-type: none"> <li>Experienced / Trained First Aider</li> <li>Experience of delivering Speech and Language programmes</li> <li>Experience of working across the whole primary phase</li> </ul>	D	A / C A / I / R  A / I / R
<b>Skills:</b>	<ul style="list-style-type: none"> <li>Ability to communicate both orally and in writing with a range of different audiences, including supporting parents and have strong listening skills</li> <li>Ability to self-evaluate learning needs and seek learning opportunities</li> <li>Ability and confidence to assist pupils with basic numeracy and literacy in line with learning strategies and national curriculum</li> <li>Ability to work in a team and independently</li> <li>Understanding and experience of early speech and language development – verbal and non-verbal</li> </ul>	E	A / I / R  I / R  I / R  I / R A / I / R
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Ability to promote fairness and be a positive role model for pupils</li> <li>Show professional discretion and able to respect confidentiality</li> </ul>	E	I / R  I / R
<b>Special Requirements:</b>	<ul style="list-style-type: none"> <li>Comply with the School's Health &amp; Safety policies</li> <li>Motivated to work with children</li> <li>Ability to form and maintain appropriate relationships and respect personal boundaries with children</li> <li>Emotional resilience in working with challenging behaviours and attitudes (firm, sensitive and effective approach) to maintain authority and discipline</li> <li>Proven suitability to work with children</li> <li>The post-holder may be required to work outside of normal school hours on occasion, with due notice</li> <li>Undergo an enhanced CRB check in UK or UK or the Sexual Conviction Record Check (SCRC) in Hong Kong</li> </ul>	E	I A / I / R A / I / R  A / I / R  A / I / R I  A

\* *Indicate how skills will be assessed either application form (A), certificates (C), at interview (I) or reference (R).*

\* *Issues arising from references will be taken up at interview; all appointments are subject to satisfactory references.*