

**WINSFORD ACADEMY**  
**TEACHING ASSISTANT GRADE 4**

**PERSON SPEC**

<b>QUALIFICATIONS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Educated to at least GCSE Grade C or equivalent in English and Mathematics	√	
A qualification relating to supervising and or directing pupil activity		√
First Aid Qualification		√
<b>EXPERIENCE</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Experience of working with children/young people	√	
Experience of working as part of a multi-disciplinary team		√
Experience of working in/with an educational establishment	√	
<b>KNOWLEDGE AND SKILLS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Ability to build and form good relations with colleagues, other professionals and students/parents/carers	√	
Good communication skills, both verbal and written	√	
Ability to work independently and use initiative but also able to work constructively as part of a team	√	
Sound literacy and numeracy skills	√	
Ability to use ICT packages and equipment effectively	√	
Basic understanding of child development and learning principles		√
Effective networking skills	√	
Ability and a commitment to work flexibly and to respond to unplanned situations	√	
<b>PERSONAL QUALITIES</b>		

Ability to deal confidentially, impartially and appropriately with situations	✓	
Patience, tolerance and sensitivity	✓	
Good interpersonal skills and the ability to establish rapport with individuals adults and students	✓	
Efficient and meticulous in organisation	✓	
A desire to develop skills and knowledge through CPD	✓	
Evidence of exemplary attendance and punctuality	✓	
Ability to work additional hours as required		✓
Commitment to the highest standards of child protection	✓	
Recognition of the importance of personal responsibility for Health and Safety	✓	
Commitment to the school's ethos, aims and its whole community	✓	