

**Anfield School**  
**Anfield International Kindergarten**  
**Anfield International Kindergarten & Nursery**



**Person Specification –**  
**Teaching Assistant / SEN Teaching Assistant**

|  |  | <b>Essential (E)<br/>or<br/>Desirable (D)</b> | <b>How<br/>assessed<br/>(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 specific statements of need</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<br>A / I / R<br><br>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<br><br>I / R<br><br>I / R<br><br>I / R<br>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<br><br>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<br>A / I / R<br>A / I / R<br><br>A / I / R<br><br>A / I / R<br>I<br><br>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.**