



Level 3 Teaching Assistant Job Specification

Characteristics:	Essential:	Desirable:
Experience:		
Experience of working with children and young people with special needs in a school setting	√	
Experience of working with children and young people with profound and multiple learning difficulties.		√
Experience in positive behaviour management	√	
Qualifications and training:		
NVQ Level 3 or equivalent qualification in childcare or education.		√
At least GCSE (C or above) or equivalent in Maths and English	√	
At least 3 years experience in a school environment working with national curriculum or other strategies.	√	
Skills and knowledge:		
Knowledge and experience of using a range of computer applications and ICT to support teaching and learning.	√	
Understanding of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection.	√	
Basic knowledge and understanding of health and safety, including the ability to identify and minimise risks.		√
A good understanding of the National Curriculum, Early Years Foundation Stage Curriculum, accreditation or other basic learning programmes and strategies.	√	
A good understanding of child development.	√	
Ability to relate well to children, young people and adults.	√	
Willingness to supervise whole classes occasionally during the short-term absence of a teacher.	√	
Specialist Skills and Knowledge:		
Ability to work with students that present challenging behaviour.	√	
A knowledge of Individual Education Plans.	√	
To undertake the role of Key Worker where required	√	
Moving and handling training.		√
First aid training.		√
Personal Circumstances:		
A criminal records check at enhanced level	√	
Exempt from the Rehabilitation of Offenders Act 1974	√	
Physical Requirements:		
No serious health problem which is likely to impact upon job performance; (that is, one that cannot be accommodated by reasonable adjustments)		
Good sickness/attendance record in current and previous employment, college or school as appropriate (not including absences resulting from disability)		