Pendragon Primary School

Level 2 Class Teaching Assistant

Person specification with a SEND focus

The criteria below describe the qualifications, experience and qualities required for this role. A = Application process. I = Interview process.

Qualifications and experience

Criterion	Essential	Desirable	Evidence
Level 2 or 3 Diploma in Childcare in Education, or equivalent (e.g. NVQ Level 2 Childcare in Education), or willingness to work towards a qualification if not already held or completed.	Yes		A
A good educational background, with a minimum of GCSE or equivalent grades 4–9 (A*–C).	Yes		A
Experience of supporting children in a classroom or nursery environment, including those with special educational needs.	Yes		A
Evidence of further training, e.g. a First Aid qualification or specific SEND training.		Yes	A

Knowledge and skills

Criterion	Essential	Desirable	Evidence
Evidence of a commitment to safeguarding and promoting the welfare of children.	Yes		A/I
Ability to fulfil all spoken aspects of the role with confidence using the English language, as required by Part 7 of the Immigration Act 2016.	Yes		A/I
Ability to use IT to support learning and keep records in accordance with school policies and systems.	Yes		A
Ability to work with the class teacher to secure the best outcomes for each child through delivering learning activities, adapting tasks, questioning, assessment and marking.	Yes		A/I

Knowledge and skills continued

Criterion	Essential	Desirable	Evidence
A positive outlook, a can-do attitude, and the ability to use initiative and show resilience when faced with challenging behaviour.	Yes		A/I
Ability to establish positive relationships with pupils and empathise with their needs, including liaising with parents.	Yes		A/I
Ability to work within and apply all school policies, e.g. Behaviour and Health and Safety.	Yes		A/I
Ability to work effectively and supportively as a member of the school team.	Yes		A/I
Understanding of the primary curriculum.		Yes	A

Personal qualities

Criterion	Essential	Desirable	Evidence
Enjoyment of working with children.	Yes		A/I
Initiative, confidentiality, empathy and enthusiasm, alongside a calm approach.	Yes		A/I

Safer recruitment

Criterion	Essential	Desirable	Evidence
Ability to fulfil the requirements of an enhanced DBS disclosure.	Yes		A
Right to work in the UK.	Yes		A