



**Whitehall Primary**  
**Teaching Assistant Personal Specification**

<b>Specification</b>	<b>Essential</b>
<b>Qualifications And Experience</b>	<ul style="list-style-type: none"> <li>• GCSEs at grades 9 to 4 (A* to C) including English and maths</li> <li>• Level 2 or 3 Certificate in Supporting Teaching and Learning in Schools, Level 3 Diploma in Childcare and Education, or other relevant qualification in nursery work or childcare (or willingness to work towards a qualification if not already held)</li> <li>• Experience of working with children</li> </ul>
<b>Knowledge, skills and understanding</b>	<ul style="list-style-type: none"> <li>• Good literacy and numeracy skills</li> <li>• Good organisational skills</li> <li>• Ability to build effective working relationships with pupils and adults</li> <li>• Skills and expertise in understanding the needs of all pupils</li> <li>• Knowledge of how to help adapt and deliver support to meet individual needs</li> <li>• Subject and curriculum knowledge relevant to the role, and ability to apply this effectively in supporting teachers and pupils</li> <li>• Excellent verbal communication skills</li> <li>• Active listening skills</li> <li>• The ability to remain calm in stressful situations</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Good IT skills, particularly using IT to support learning</li> <li>• Understanding of roles and responsibilities within the classroom and whole school context</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Drive, sense of purpose, commitment and perseverance</li> <li>• Ability to inspire, challenge, motivate and empower teams and individuals to achieve</li> <li>• Excellent interpersonal skills</li> <li>• Demonstrate resilience, optimism and empathy</li> <li>• Ability to work in a fluid and changing environment</li> <li>• Ability to think creatively and demonstrate initiative in solving problems</li> <li>• Be aware of own strengths and areas for development. Listen to and reflect upon feedback and act appropriately</li> </ul>