**WEST OXFORD COMMUNITY PRIMARY SCHOOL**

**PERSONNEL SPECIFICATION & SELECTION CRITERIA**

**Teaching Assistant**

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|  | **Essential (E) or Desirable (D)** | **Evidence in Application (A) or Interview (I)** |
| **Experience** | | |
| Working with or caring for children of the relevant age | E | A |
| Experience of working in a school environment | D | A |
| **Qualifications/Training** | | |
| Good numeracy & literacy skills with a minimum of GCSE grade C, or equivalent, in English and Mathematics. | E | A |
| Completion of DfES Teacher Assistant Induction Programme or NVQ2 for Teaching Assistants or equivalent qualifications or experience | D | A |
| **Knowledge/Skills** | | |
| Appropriate knowledge of first aid or willingness to be trained | E | I |
| Ability to relate well to children and adults | E | I |
| Good organizational skills | E | I |
| Effective use of ICT to support learning | E | I |
| Ability to identify own training & development needs & cooperate with means to address these | E | I |
| Basic understanding of child development and learning | E | I |
| Knowledge of relevant polices/codes of practice & awareness of relevant legislation | D | A |
| Work constructively as part of a team, understanding school and classroom roles and responsibilities and your own position within these | E | I |