



Montalbo Nursery and Primary School
Person Specification – Teaching Assistant Apprentice

	Essential	Desirable	Method of Assessment
Qualifications and training	<ul style="list-style-type: none"> • GSCE maths and English (C or above) / equivalent • Willing to complete all learning and assessment requirements of the relevant framework 	<ul style="list-style-type: none"> • First aid certificate • ICT Qualification 	Application form
Experience	<ul style="list-style-type: none"> • Experience of managing time effectively • Experience of meeting deadlines • Experience of working as part of a team 	<ul style="list-style-type: none"> • Experience of working with children 	Application form Letter of application Interview Reference
Skills, knowledge and aptitude	<ul style="list-style-type: none"> • Ability to relate well with children and adults. • Good written and oral communication skills. • Ability to work flexibly either on own or as part of a team. • Enthusiasm and ability to use initiative. • A willingness to work co-operatively with a wide range of professionals. • Willingness to undertake further appropriate training • An understanding of the need to safeguard children 	<ul style="list-style-type: none"> • Understanding of equal opportunities and safeguarding children. • Demonstrate an ability to use skills, expertise and experience to work independently to support pupil learning with individual children, small groups and whole class. 	Application form Interview Reference
Additional Factors	<ul style="list-style-type: none"> • Approachable manner, reliable, conscientious, articulate. • Sensitive to the needs of vulnerable children and their parents. • Commitment to achieve high standards and to continuing personal and professional development. • High level of confidentiality and discretion. • Enthusiasm and drive. • Calm and positive approach. • Willingness to get involved in school life 	<ul style="list-style-type: none"> • Appreciate and support other professionals. • An interest in becoming involved in extended activities and clubs. 	Letter of application Interview Reference