



PERSON SPECIFICATION

JOB TITLE	Teaching Assistant
DEPARTMENT	Whole School

CRITERIA	ESSENTIAL	DESIRABLE	EVIDENCED IN:
QUALIFICATIONS:			
<ul style="list-style-type: none"> GCSE English and Maths to grade C Minimum Teaching Assistant Level 3 qualification Paediatric First Aid qualification 	✓ ✓	✓	A A A
EXPERIENCE:			
<ul style="list-style-type: none"> Prior experience in an education setting as a Teaching Assistant Experience of daily contact with pupils, parents and staff. 	✓ ✓		A R I A R I
KNOWLEDGE, SKILLS & APTITUDES:			
<ul style="list-style-type: none"> The ability to use ICT effectively to support learning. The ability to comply with policies and procedures related to child protection and health and safety. A cheerful, friendly and enthusiastic personality. A positive outlook. An effective team member. Punctuality and commitment to the school. A willingness to be part of the wider school provision including extra-curricular activities/clubs. A commitment to ensuring that all Avon House pupils meet their potential. Make the most of training opportunities to further develop their knowledge and skills to support children. Be able to work independently and as part of a team, with a flexible approach to working arrangements, understanding school roles and responsibilities and your own position within these. 	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		A R I A R I A R I A R I A R I A R I A R I A R I A R I A R I A R I

PERSONAL QUALITIES:

• Tact and diplomacy to work with confidential information and build relationships.	✓		A I
• Resilience, flexibility, confidence and commitment.	✓		A I
• A desire to see the pupils achieve to the best of their ability.	✓		A I
• Proactive approach to work; being responsive, empathetic and supportive to all within the school.	✓		A I
• Hard working and enthusiastic, presenting a professional manner at all times.	✓		A I
• Be committed to the values and culture of Avon House School.	✓		A I
• Commitment to school events and functions.	✓		A I
• Flexible and well organised.	✓		A I
• Commitment to your own CPD.	✓		A I
• A sense of humour.	✓		A I

AVON HOUSE PREPARATORY SCHOOL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN.

ALL APPOINTMENTS ARE SUBJECT TO AN ENHANCED DBS CHECK AND CHECKS WITH PREVIOUS EMPLOYERS.

December 2024