



**SHROPSHIRE COUNCIL
PERSON SPECIFICATION**

Tuition, Medical & Behaviour Support Service (Pupil Referral Unit Service)

Post of Teaching Assistant KS3/4

Attributes	Essential (✓)	Desirable (✓)
Qualifications 5 GCSE or equivalent, including Maths and English Teaching Assistant Induction Training Teaching Assistant NVQ Level 3 or have completed training of a similar standard (including NNEB or a certificate in Literacy & Numeracy for Support Assistants) First Aid qualification		✓ ✓ ✓ ✓
Work or relevant experience At least 4 - 5 years relevant experience working in an educational setting Experience of classroom administration support Ability to plan and organise effectively Ability to work with small groups or an individual pupil		✓ ✓ ✓ ✓

Attributes	Essential (✓)	Desirable (✓)
Knowledge and understanding A comprehensive knowledge of school based education National learning strategies including Literacy and Numeracy Non-school based support agencies		✓ ✓ ✓
Skills and Abilities (relevant to post) Good communication skills and ability to relate well to children, staff and parents Evidence of working as part of a team ICT and the willingness to update skills and undertake further training Ability to supervise whole classes Specialist skills, training or experience e.g. Art, Music, ICT, display etc. Ability to train, supervise and develop other staff	✓ ✓ ✓	✓ ✓ ✓
Personal Qualities Ability to bring to the role, initiative, enthusiasm and commitment Flexibility and reliability Willingness to develop skills with further training A commitment to upholding and promoting the Service's safeguarding policies and procedures	✓ ✓ ✓ ✓	
Special Working Conditions Full UK Driving Licence and access to vehicle during the working day		✓