

**THE FOREST SCHOOL**  
**PERSON SPECIFICATION – Teaching Assistant GRADE 4**

HLTA CATEGORY	ESSENTIAL	DESIRABLE	ASSESSED THROUGH:
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>● Good standard of education across a range of subjects</li> <li>● GCSE English or equivalent</li> <li>● ICT literate</li> </ul>		<ul style="list-style-type: none"> <li>● Application form</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>● Working with young people in a co-educational setting.</li> </ul>	<ul style="list-style-type: none"> <li>● Working with challenging and/or disaffected young people in a co-educational setting.</li> <li>● Leading small group interventions with pupils.</li> <li>● Knowledge and experience of the educational environment.</li> <li>● Knowledge of supporting a range of SEND learners in school.</li> </ul>	<ul style="list-style-type: none"> <li>● Application Form</li> <li>● Interview</li> </ul>
<b>Skills and abilities</b>	<ul style="list-style-type: none"> <li>● Able to work as a member of a team</li> <li>● Confident to work within a range of subject areas and across the secondary school age range</li> <li>● Able to work with pupils, colleagues and parents with a high level of professionalism</li> <li>● Committed to enabling pupils to improve literacy levels and engagement with learning</li> <li>● Excellent written and verbal communication and presentation skills</li> <li>● Able to manage conflict and deal positively with challenging behaviour</li> <li>● Capacity to learn new skills, take the initiative and generate ideas with the minimum of supervision</li> <li>● Able to work with young people who display a range of SEND</li> </ul>	<ul style="list-style-type: none"> <li>● Committed to further development of skills through CPD / training etc.</li> </ul>	<ul style="list-style-type: none"> <li>● Application Form</li> <li>● Interview</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>● Likes young people and enjoys being with them</li> <li>● Able to inspire and motivate young people</li> <li>● Broad knowledge and common sense approach</li> </ul>	<ul style="list-style-type: none"> <li>● A willing contributor to the development of the Inclusion Team and the school</li> </ul>	<ul style="list-style-type: none"> <li>● Application Form</li> <li>● Interview</li> </ul>

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	<ul style="list-style-type: none"><li>● A good listener</li><li>● Friendly</li><li>● Proactive and resourceful</li><li>● Hard-working</li><li>● Has high expectations of self and students</li><li>● Reliable, punctual and responsible</li><li>● Puts a high value on treating others with respect and courtesy, and building positive relationships</li><li>● Committed to inclusion</li></ul>		
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