

West Bridgford Infant School
Teaching Assistant Person Specification

POST TITLE: TEACHING ASSISTANT (Grade 3)
POST REQUIRED FROM September 2026

	ESSENTIAL	DESIRABLE`	Evidence
QUALIFICATIONS & EXPERIENCE	<ul style="list-style-type: none"> • Hold relevant qualifications at a level equivalent to at least NVQ Level 3. • English & Maths to at least GCSE grade C or equivalent. • Relevant experience of working in a primary school setting with EYFS/KS1 • A minimum of two years' experience of working with children (either paid or unpaid capacity) preferably in an education setting. • Experience of working with children who have a wide variety of educational needs including SEND 	<ul style="list-style-type: none"> • First Aid Training • Willingness to undertake training and further professional development 	A
KNOWLEDGE & SKILLS	<ul style="list-style-type: none"> • Ability to maintain effective record keeping. • Ability to supervise groups of children. • Effective oral and written communication skills. • Excellent interpersonal skills. • Able to form and maintain appropriate professional relationships and boundaries with children and young people. • Ability to liaise with other agencies and parents. • Understanding of First Aid procedures. • Good organisational and time management skills. • Ability to deal with sensitive information in a confidential manner. • An understanding of and a genuine commitment to Equal Opportunities. • Understanding of how children develop and learn. • Understand how to support children in English and Maths. • Understand child protection in a primary school • Knowledge of the National Curriculum/EYFS Curriculum 	<ul style="list-style-type: none"> • Training in the use of interventions to support literacy, maths or language development • Ability to support pupils with specific learning or behaviour difficulties. • Ability to effectively use ICT to support learning, or to undertake training to do so. 	A I T

	<ul style="list-style-type: none"> • Understand relevant policies/codes of practice and awareness of relevant legislation. 		
PERSONAL QUALITIES	<ul style="list-style-type: none"> • A positive interest in working with children • Enthusiasm • Sense of humour • Displays warmth, care and sensitivity in dealing with children & emotionally literate • Willingness to be involved in the wider life of school • Adaptability • Ability and willingness to work constructively as part of a team • Ability to work calmly and with patience • Empathy with young people facing barriers to their learning. • A commitment to helping young pupils achieve, through education and learning. 	<ul style="list-style-type: none"> • Willingness to engage with the opportunities for learning • Brings personal interests and enthusiasms to the school community 	I T

A = application

I = interview

T = Task