



# FAIRFIELD HIGH SCHOOL

Peterchurch, Herefordshire, HR2 0SG | 01981 550231 | admin@fairfield.hereford.sch.uk | Head Teacher: Mr Paul Jennings

## PERSON SPECIFICATION - Higher Level Teaching Assistant

<b>Job Title:</b> Higher Level Teaching Assistant	<b>Post No:</b> GEN22	<b>Grade:</b> HC6
All candidates will be considered on their ability to meet the requirements of the person specification	<b>Essential criteria</b>	<b>Method of Assessment*</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with children of relevant age in a learning environment.</li> <li>• Experience of working as a Teaching Assistant – Level 3 (or equivalent).</li> <li>• Experience of assisting with the assessment, recording and reporting of pupils' progress.</li> <li>• Experience in supporting English Lesson.</li> </ul>	Application Form / Interview
<b>Skills and Abilities</b> <i>Including personal attributes</i>	<ul style="list-style-type: none"> <li>• Can use ICT effectively to support learning and methods of working (e.g. email, Internet, adapting worksheets etc.)</li> <li>• A confident and effective communicator.</li> <li>• Good understanding of child development, learning processes and factors that affect how pupils learn.</li> <li>• Ability to relate well to children and adults, and to build positive working relationships.</li> <li>• Ability to organise, lead and motivate a team.</li> <li>• Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these.</li> <li>• Confidence and competence when managing the learning and behaviour of an individual, a small or large group, or whole class.</li> <li>• Ability to develop high quality learning resources without substantial direction from the teacher.</li> <li>• Knowledge of the Literacy strategies and principles of inclusion.</li> <li>• Full working knowledge of relevant policies/codes of practice/legislation</li> </ul>	Application Form / Interview

<p><b>Qualifications and Training</b> <i>including professional qualifications</i></p>	<ul style="list-style-type: none"> <li>• Meet High Level Teaching Assistant standards</li> <li>• Competent numeracy and literacy skills – at least to NVQ Level 2 in English and Maths</li> <li>• Certificate in Learning Support (or an equivalent qualification).</li> </ul>	<p>Application Form / Interview</p>
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<p><b>Other Factors</b> <i>e.g. ability to work shifts, physical requirements (with adaptations where appropriate), ability to drive, agility to travel around county etc.</i></p>	<ul style="list-style-type: none"> <li>• Constantly improve own practice/knowledge through self-evaluation and learning from others</li> <li>• Commitment to working with young people</li> <li>• Willingness to work in support of the ethos of the school.</li> <li>• Have a love for reading and am willing to promote this.</li> <li>• Police clearance.</li> </ul>	<p>Interview</p> <p>DBS Police Check</p>
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<p>Line Manager Signature:</p> <p>Date:</p>
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Date Person Specification last reviewed October 2024