

# Hendon School



## Person Specification For: SEN Teaching Assistant Level 2

Applicants should be able to provide evidence that they have the necessary qualities and attributes required by the post. These qualities may be demonstrated in the supporting statement; however, it is more likely that they will be more fully assessed during the interview process and from the references.

Criteria	Description	Essential/ Desirable	How it is to be tested
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>Completion of DfES Teacher Assistant Induction Programme</li> <li>Training in the relevant learning strategies e.g. literacy</li> <li>A Level or A Level equivalent qualification or Higher qualification</li> <li>First aid training/training as appropriate</li> </ul>	D	PQ/AF / CV
	<ul style="list-style-type: none"> <li>Working with or caring for children of relevant age</li> <li>GCSE grades of C or above for English. Math &amp; Science</li> </ul>	E	PQ/AF
<b>Experience</b>	<ul style="list-style-type: none"> <li>Working with young people in educational setting</li> </ul>	D	SS, INT
<b>Knowledge/ Skills</b>	<ul style="list-style-type: none"> <li>Understanding of relevant polices/codes of practice and awareness of relevant legislation</li> </ul>	D	SS, INT

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	<ul style="list-style-type: none"> <li>• General understanding of national/foundation stage curriculum and other basic learning programmes/strategies</li> <li>• Basic understanding of child development and learning</li> </ul>		
	<ul style="list-style-type: none"> <li>• Excellent Spoken and written English</li> <li>• Ability to keep records</li> <li>• Ability to self-evaluate learning needs and actively seek learning opportunities</li> <li>• Efficient time management</li> <li>• Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these</li> <li>• Ability to work within school procedures and follow child protection guidance and procedure</li> <li>• Ability to relate well to children and adults</li> </ul>	E	SS, INT
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Flexible</li> </ul>	E	INT
	<ul style="list-style-type: none"> <li>• Empathetic</li> </ul>	E	INT
	<ul style="list-style-type: none"> <li>• Enthusiastic</li> </ul>	E	INT

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	<ul style="list-style-type: none"> <li>Suitability to work with children with a commitment to the safeguarding and promoting the welfare of children .</li> </ul>	E	INT
	<ul style="list-style-type: none"> <li>Commitment to supporting the School's vision and values and its Equal Opportunities Policy.</li> </ul>	E	SS, INT
	<ul style="list-style-type: none"> <li>Committed to Continuing Professional Development (CPD)</li> </ul>	E	INT

**Key:**

PQ=Prerequisite Qualification, AF=Application Form, CV=Curriculum Vitae,  
 SS=Selection/Supporting Statements, ST=Selection Test/Presentation, INT=Interview

**Hendon School is committed to the protection of children and expects all members of the community to support that commitment. All applicants will be required to complete a Disclosure and Barring Service check (of criminal record), thorough references and overseas background checks (where applicable) before an appointment can be confirmed.**