

**TRANMERE PARK PRIMARY SCHOOL
PERSONNEL SPECIFICATION
POST TITLE: FIXED TERM SEN TEACHING ASSISTANT LEVEL 1**

	CRITERIA	RANK
Relevant experience	<ul style="list-style-type: none"> • Experience of working with children in a school setting • Experience of working with pupils with challenging behaviour • Experience of general administration duties 	E D D
Qualification and training	<ul style="list-style-type: none"> • Relevant qualifications/training to post (e.g. NVQ) • Commitment to further professional development 	D E
Personal qualities	<ul style="list-style-type: none"> • Ability to use initiative in a range of contexts • Ability to work without supervision • Good interpersonal skills with children and adults • Ability to work to deadlines • Ability to work constructively as part of a team • Understanding classroom roles and responsibilities and your own position within these. 	E E E E E E
Additional requirements	<ul style="list-style-type: none"> • Good level of Literacy, Numeracy and ICT skills • Knowledge of equal opportunities issues for children and staff • Knowledge of child protection issues • Participation in the wider life of the school • Commitment to educational inclusion • Ability to recognise own training needs and willingly to undergo relevant training • Ability to support families and carers with pupils challenging behaviour • Ability to respect sensitive and confidential work 	E E E E E E E E

**E = ESSENTIAL FOR POST
D = DESIRABLE FOR POST**