| **Job title:** | Teaching Assistant |  | **Ealing GLPC Grade:** | Scale 5 |
| --- | --- | --- | --- | --- |
|  | (Level 2) |  |  |  |
| **School:** |  |  | **Post No:** |  |
| **Line manager:** | Senior teacher | | | |
| **Supervisory responsibility:** | None, apart from assisting in work familiarisation of new members of staff. | | | |
| **Hours:** |  | | | |

***This form lists the essential requirements needed in order to do the job. Applicants will be short-listed solely on them meeting these requirements***.

## **Essential Requirements**

1. Good numeracy and literacy skills.
2. Experience of working with relevant age groups within a learning environment.
3. A commitment to outdoor learning.
4. Experience in emotional support or Forest School learning.

#### ***Knowledge, Skills and Abilities***

1. Ability to work well as part of a team.
2. An understanding of classroom roles and responsibilities.
3. Able to use basic ICT.
4. Knowledge of relevant policies and codes of practice and awareness of relevant legislation.
5. Ability to relate well to children.
6. Ability to relate well to adults.
7. Ability to observe, monitor and provide constructive feedback on pupils progress.
8. Ability to provide necessary personal care to children.
9. Ability to successfully complete first aid training as required.
10. Ability and willingness to identify own training needs and participate in training.
11. To be responsible for promoting and safeguarding the welfare of children and young people within the school

| **Prepared by:** |  | **Date** |  | **/** |  | **/** |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Agreed by:** |  | **Date** |  | **/** |  | **/** |  |